**GENERAL REQUISITION FORM**

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| --- | --- | --- | --- |
| ***Requested by:*** | BRIGGS OLAWUMI | ***Position:*** | HR/ADMIN  OFFICER |
| ***Date of Request:*** | 16/5/22 | ***Location of need*** | ALL LOCATIONS |
| ***Purpose:*** | SUNDRY ITEMS June 2022. (BASE 1 & 2)& BOMADI OFFICE USE | | |
| ***Signature:*** |  | | |

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**ITEMS**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **S/N** | **DESCRIPTION OF ITEMS** | **QTY** | **MARKET**  **PRICE PER ITEM** | **TOTAL**  **(N)** |
| 1. | AIR FRESHENER (AIR WICK BRAND) | 3 ROLL | 1.800 | 3,600 |
| 2. | |  |  |  |  | | --- | --- | --- | --- | | MAMA LEMON WASHING UP LIQUID (BIG SIZE) | 12 BTLS | 500.00 | 6,000.00 | | 1 ½ CTN | 9,600 | 14,400 |
| 3. | DETERGENT 4KG | 5 PKTS | 1,300 | 6,500 |
| 4. | HYPO BLEACH (BIG SIZE) 1 LIT | 1 CARTON | 10,200 | 10,200 |
| 5. | HARPIC TOILET CLEANER | 1 CARTON | 10,680 | 10,680 |
| 6. | HAND SANITIZER 200GM | 6 | 2,200 | 13,200 |
| 7 | EVAPORATED PEAK MILK(FOR WELDERS) | 24PCS | 310 | 7,440 |
| 8 | TOWELS FOR CLEANING | 4pcs | 1,200 | 4,800 |
| 9 | PEN | 1 PACK | 2,500 | 2,500 |
| 10 | TISSUE | 1 ROLL | 4,000 | 4,000 |
| 11 | HARD COVER NOTEBOOK | 4 | 1,200 | 4,800 |
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|  | **TOTAL** |  |  | **#82,120** |

***GRAND TOTAL #82,120***