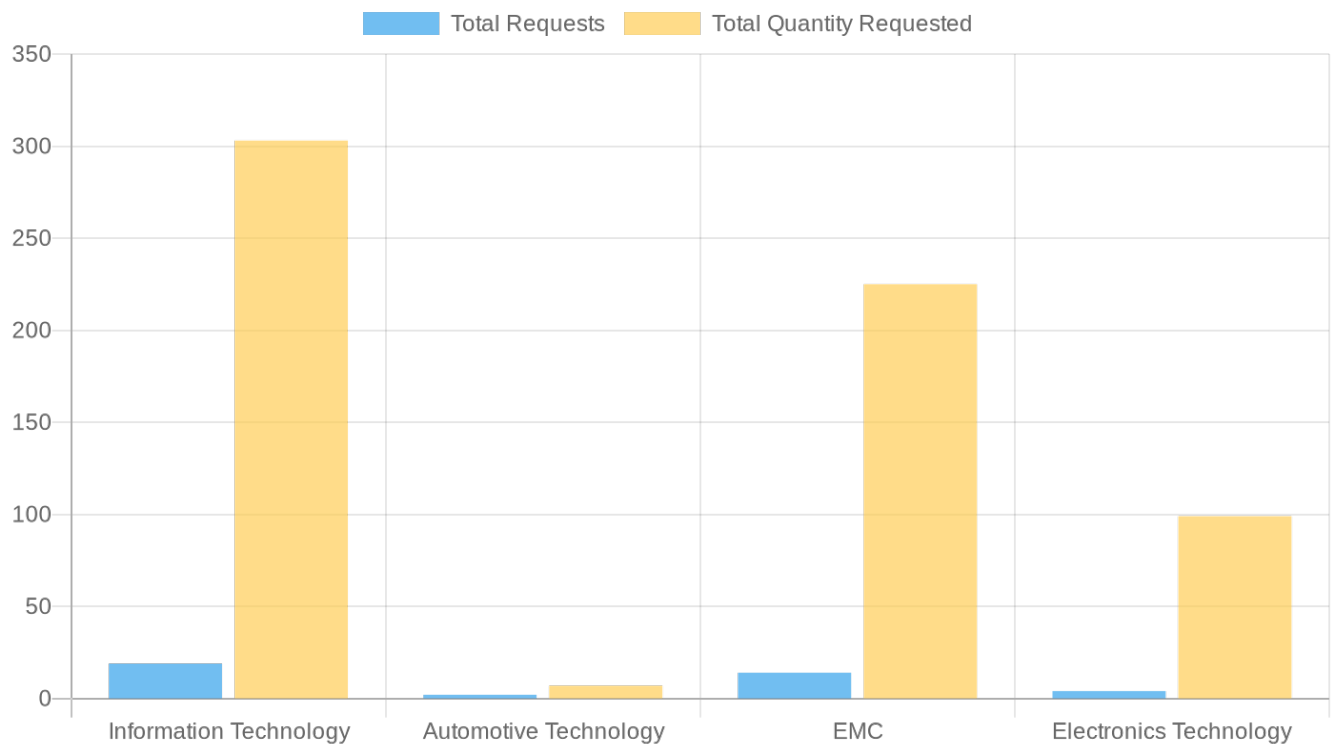




Inclusive Dates: 11/1/2025 - 11/30/2025

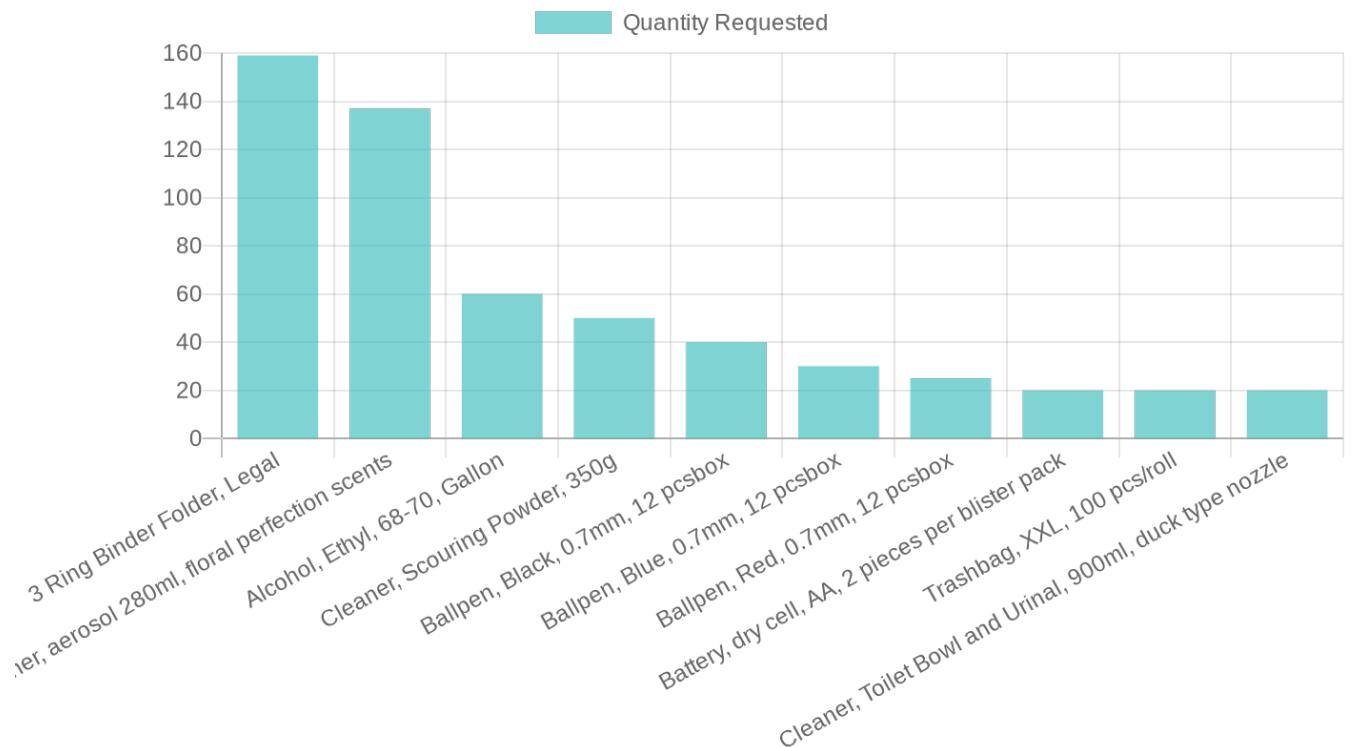
## 1. Department Summary

Department	Total Requests	Total Quantity Requested
Information Technology	19	303
Automotive Technology	2	7
EMC	14	225
Electronics Technology	4	99



## 2. Most Requested Items

Item Name	Total Quantity	Departments Requested
3 Ring Binder Folder, Legal	159	3
Air Freshener, aerosol 280ml, floral perfection scents	137	2
Alcohol, Ethyl, 68-70, Gallon	60	2
Cleaner, Scouring Powder, 350g	50	1
Ballpen, Black, 0.7mm, 12 pcsbox	40	1
Ballpen, Blue, 0.7mm, 12 pcsbox	30	1
Ballpen, Red, 0.7mm, 12 pcsbox	25	2
Battery, dry cell, AA, 2 pieces per blister pack	20	1
Trashbag, XXL, 100 pcs/roll	20	1
Cleaner, Toilet Bowl and Urinal, 900ml, duck type nozzle	20	1
Detergent Powder, all purpose, 1kg	20	1
Photo Paper, Glossy, A4, 210g, 20 sheets/pack	19	1
Broom, Soft Tambo, 200g, tiger grass, with handle	19	2
Alcohol, Ethyl, 68-70, 500ml	14	2
Iphone 17 pro max	1	1



**Analysis/Remarks (3–5 sentences):**

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**Prepared by:**

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Super Admin - College of Technology

**Approved by:**

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Dean/Head - College of Technology