



**GENSAN MEDICAL CENTER**  
Purok Veterans, Brgy Calumpang, National Highway,  
General Santos City

Print Time: 8:30:42AM  
Print Date: 10/24/2025  
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## PURCHASE REQUISITION FORM

Department : **MMO SUPPLY**

DATE : **10/24/2025**

PR # : **23 0002723**

| ITEM<br>CODE  | DESCRIPTION             | LAST DELIVERED |      | NEW REQUEST ORDER |        |            | TOTAL             | B.O.H | REMARKS |
|---------------|-------------------------|----------------|------|-------------------|--------|------------|-------------------|-------|---------|
|               |                         | DATE           | QTY  | QTY               | UNIT   | UNIT PRICE |                   |       |         |
| 1391          | ACCOUNT ENVELOPE        | 10/10/2025     | 3000 | 2000              | PIECE  | 1.75       | 3,500.00          | 0     |         |
| 29            | ENVELOPE                |                |      |                   |        |            |                   |       |         |
|               | KIT, ADMISSION KIT      | 09/01/2025     | 500  | 500               | SET    | 195.00     | 97,500.00         | 120   |         |
| 43            | KIT, ALCOHOL 70%250ML   | 10/22/2025     | 100  | 100               | BOTTLE | 45.00      | 4,500.00          | 110   |         |
|               | BOTTLE                  |                |      |                   |        |            |                   |       |         |
| 1761          | TRASH BAG TRASH BAG     | 08/26/2025     | 100  | 240               | ROLL   | 58.00      | 13,920.00         | 8     |         |
|               | (MEDIUM-BLACK) PER ROLL |                |      |                   |        |            |                   |       |         |
| 1763          | TRASH BAG TRASH BAG     | 09/09/2025     | 57   | 40                | ROLL   | 23.00      | 920.00            | 4     |         |
|               | (MEDIUM-WHITE) PER ROLL |                |      |                   |        |            |                   |       |         |
| Grand Total : |                         |                |      |                   |        |            | <b>120,340.00</b> |       |         |

PURPOSE: FOR MMO STOCKS REPLENISHMENT.

Prepared by:

**BEVYLYNN J. LEYBLE**  
DEPARTMENT HEAD

Approved by:

10/27/2025

**MAE QUIAMCO – BATAN, RSW**  
HOPSS/Administrator