



Purok Veterans, Brgy Canumpang, National Highway,
General Santos City

PURCHASE REQUISITION FORM

Department : **MMO SUPPLY**

DATE : **11/17/2025**

PR # : **23 0002859**

ITEM CODE	DESCRIPTION	LAST DELIVERED		NEW REQUEST ORDER			TOTAL	B.O.H	REMARKS
		DATE	QTY	QTY	UNIT	UNIT PRICE			
193	COTTON APPLICATOR STICKS	11/04/2025	500	1000	PIECE	2.60	2,600.00	0	
4613	ECG THERMAL PAPER 80mm x 20m	11/04/2025	99	100	ROLL	160.00	16,000.00	45	
42	ALCOHOL SWAB PAD 75% ETHYL ALCOHOL	09/30/2025	5000	5000	PIECE	1.00	5,000.00	900	
224	ANTI-BACTERIAL HANDSOAP GALLON	10/28/2025	5	5	GALLON	550.00	2,750.00	1	
1401	BATTERY (AAA) ENERGIZER	10/22/2025	28	20	PIECE	62.35	1,247.00	9	
1405	BATTERY AA	11/03/2025	20	20	PIECE	42.16	843.25	0	
1543	PRINTER INK (EPSON #003)-BLACK	08/15/2025	10	15	BOTTLE	297.00	4,455.00	0	
1547	PRINTER INK (EPSON #564)-BLACK	07/31/2025	20	20	PIECE	297.00	5,940.00	5	
1549	PRINTER INK (EPSON #564)-MAGENTA	06/17/2025	10	15	PIECE	305.00	4,575.00	7	
Grand Total :							43,410.25		

PURPOSE: FOR MMO STOCK REPLENISHMENT.

Prepared by:

BEVYLYNN J. LEYBLE

DEPARTMENT HEAD

Approved by:

HOPSS/Administrator