

# PURCHASE REQUISITION FORM

Department : MMO SUPPLY

DATE : 06/24/2025

PR # : 23 0002177

ITEM CODE	DESCRIPTION	LAST DELIVERED		NEW REQUEST ORDER			TOTAL	B.O.H	REMARKS
		DATE	QTY	QTY	UNIT	UNIT PRICE			
1766	TRASH BAG TRASH BAG (XXL-BLACK) PER ROLL	03/19/2025	20	2000	ROLL	126.00	252,000.00	2	
5222	TRASH BAG, PER PIECE 100S TRASH BAG (MEDIUM-BLACK)	06/16/2025	2000	3000		2.20	6,600.00	0	
5221	TRASH BAG, PER PIECE 100S TRASH BAG (MEDIUM-GREEN)	06/16/2025	2000	3000	PIECE	2.30	6,900.00	0	
5340	TRASH BAG, XXL-BLACK, 100S			2000	PIECE	0.00	0.00	0	
1420	BROWN ENVELOPE BROWN ENVELOPE (SHORT)	06/16/2025	500	1000	PIECE	1.55	1,550.00	100	
1419	BROWN ENVELOPE BROWN ENVELOPE (LONG)	01/13/2025	1000	500	PIECE	2.20	1,100.00	20	
1397	BALLPEN BLACK	05/19/2025	100	100	PIECE	4.75	475.00	0	
1572	SCOTCH TAPE 1 SCOTCH TAPE 1	03/10/2025	50	50	ROLL	21.20	1,060.00	0	
Grand Total :							269,685.00		

PURPOSE: FOR MMO STOCKS REPELNISHMENT.

Prepared by:



BEVYLYNN . LEYBLE

DEPARTMENT HEAD

Approved by:



IVERSE JOY J. DIAZ

HOPSS/Administrator

6/25/2025