



For Veterans, Bigy Calumpang, National Highway,
General Santos City

PURCHASE REQUISITION FORM

Department : **MMO SUPPLY**

DATE : **11/26/2025**

PR # : **23 0002921**

ITEM CODE	DESCRIPTION	LAST DELIVERED		NEW REQUEST ORDER			TOTAL	B.O.H	REMARKS
		DATE	QTY	Text Object	UNIT PRICE				
1405	BATTERY AA	11/03/2025	20	20	PIECE	42.16	843.25	0	
1417	BOND PAPER, LONG	11/13/2025	50	50	REAM	185.00	9,250.00	22	
1418	BOND PAPER, SHORT	11/13/2025	50	50	REAM	157.00	7,850.00	0	
1449	CONTINUOUS PAPER 5 1/2 X 9 1/2 2 PLY	11/13/2025	10	10	BOX	700.00	7,000.00	7	
1455	CORRECTION TAPE	10/23/2025	30	30	PIECE	21.00	630.00	14	
	CORRECTION TAPE								
1459	DOUBLE SIDED TAPE	09/09/2025	10	10	ROLL	77.50	775.00	4	
1469	EXPANDABLE ENVELOPE BROWN	09/09/2025	20	20	PIECE	11.75	235.00	0	
43	KIT, ALCOHOL 70%250ML BOTTLE	11/20/2025	92	240	BOTTLE	45.00	10,800.00	122	
1269	TISSUE ROLL TISSUE ROLL (SMALL)	11/03/2025	120	120	ROLL	9.26	1,111.00	58	
Grand Total :							38,494.25		

PURPOSE: FOR MMO STOCKS REPLENISHMENT.

Prepared by:

BEVYLYNN . LEYBLE

DEPARTMENT HEAD

Approved by:

HOPSS/Administrator