



GENSAN MEDICAL CENTER

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

Print Time: 3:57:49PM
Print Date: 6/9/2025

Page -1 of 1

PURCHASE REQUISITION FORM

Department : **MMO SUPPLY**

DATE : **05/23/2025**

PR # : **23 0002021**

ITEM CODE	DESCRIPTION	LAST DELIVERED		NEW REQUEST ORDER			TOTAL	B.O.H	REMARKS
		DATE	QTY	QTY	UNIT	UNIT PRICE			
1558	RECORD BOOK 160 PAGES	03/11/2025	10	10	PIECE	48.00	480.00	0	
1610	AIR FRESHENER AIR FRESHENER-PER GALLON	04/25/2025	8	20	GALLON	690.00	13,800.00	6	
1396	BALLPEN W/ HOLDER -BLACK	01/27/2025	10	10	PIECE	39.75	397.50	0	
1620	BLEACH ZONROX 1 GAL.	06/04/2025	18	20	GALLON	140.35	2,807.00	7	
270	ECG ELECTRODES W/ FOAM ADULT	05/30/2025	500	500	PIECE	7.20	3,600.00	0	
1574	SHARPENER SHARPENER			5	PIECE	3.00	15.00	0	
618	SURGICAL TAPE (MICROPORE) 1 INCH	05/23/2025	444	500	PIECE	47.50	23,750.00	60	
1217	SYRINGE 3CC W/ NEEDLE	05/28/2025	2000	1000	PIECE	9.60	9,600.00	100	FF-UP
1224	SYRINGE 5CC W/ NEEDLE	05/28/2025	1000	1000	PIECE	9.90	9,900.00	200	FF-UP
1761	TRASH BAG TRASH BAG (MEDIUM-BLACK) PER ROLL	03/10/2025	2000	120	ROLL	2.20	264.00	0	
1764	TRASH BAG TRASH BAG (MEDIUM-YELLOW) PER ROLL	04/29/2025	150	120	ROLL	23.00	2,760.00	40	
1417	BOND PAPER LONG	05/30/2025	30	30	REAM	185.00	5,550.00	0	
1455	CORRECTION TAPE CORRECTION TAPE	02/19/2025	50	30	PIECE	23.10	693.00	4	
1490	HIGHLIGHTER PEN HIGHLIGHTER PEN	07/24/2024	20	20	PIECE	21.00	420.00	0	ORANGE, YELLOW, PINK
1530	PERMANENT MARKER PERMANENT MARKER (BLACK)	04/23/2025	12	12	PIECE	39.20	470.40	2	
1561	RECORD BOOK 500 PAGES	04/23/2025	10	10	PIECE	108.60	1,086.00	2	
1418	BOND PAPER SHORT	05/19/2025	50	30	REAM	157.00	4,710.00	0	
1526	PAPER FASTENERS PAPER FASTENERS (PER BOX)	01/27/2025	10	10	BOX	36.00	360.00	0	
1564	RUBBER BAND RUBBER BAND (PER BOX)	05/19/2025	10	10	BOX	158.20	1,582.00	0	
1391	ACCOUNT ENVELOPE ENVELOPE	04/23/2025	1000	1000	PIECE	2.84	2,835.30	500	
1397	BALLPEN BLACK	05/19/2025	100	100	PIECE	4.75	475.00	56	
1412	BINDER CLIP 51MM (PER PIECE)	05/30/2025	120	120	PIECE	6.30	756.00	13	
1581	STAPLE WIRE STAPLE WIRE #35	05/30/2025	24	24	BOX	56.00	1,344.00	6	
1769	TRASH BAG TRASH BAG (XXL-YELLOW) PER ROLL	03/19/2025	10	40	ROLL	126.00	5,040.00	0	



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		DATE	QTY	QTY	UNIT	UNIT PRICE			

Grand Total : 92,695.20

PURPOSE: FOR MMO STOCK REPLENISHMENT

Prepared by:


BEVYLYNN LEYBLE

DEPARTMENT HEAD

Approved by:


KEVIN PAUL PALACA, RSW, MHCM

HOPSS Administrator