



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

Print Time: 9:04:34AM  
Print Date: 8/13/2025  
Page 1 of 1

## PURCHASE REQUISITION FORM

Department : **MMO SUPPLY**

DATE : **08/13/2025**

PR # : **23 0002398**

ITEM CODE	DESCRIPTION	LAST DELIVERED		NEW REQUEST ORDER			TOTAL	B.O.H	REMARKS
		DATE	QTY	QTY	UNIT	UNIT PRICE			
224	ANTI-BACTERIAL HANDSOAP GALLON	06/17/2025	5	5	GALLON	550.00	2,750.00	2	
1399	BALLPEN RED	02/19/2025	50	50	PIECE	4.75	237.50	12	
1416	BOND PAPER-A4 A4	05/30/2025	20	30	REAM	163.00	4,890.00	6	
1423	CALCULATOR (CASIO)	07/22/2025	2	5	PIECE	663.75	3,318.75	0	
1443	COLORED PAPER PINK (SHORT)	05/30/2025	6	15	REAM	172.50	2,587.50	0	
Grand Total :							<b>13,783.75</b>		

PURPOSE: FOR MMO STOCKS REPLENISHMENT.

Prepared by:

BEVYLYNN J. LEYBLE

DEPARTMENT HEAD

Approved by:

HOPSS/Administrator