



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

Print Time: 10:18:34AM  
Print Date: 10/2/2025  
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## PURCHASE REQUISITION FORM

Department : **MMO SUPPLY**

DATE : **10/01/2025**

PR # : **23 0002615**

ITEM CODE	DESCRIPTION	LAST DELIVERED		NEW REQUEST ORDER			TOTAL	B.O.H	REMARKS
		DATE	QTY	QTY	UNIT	UNIT PRICE			
1703	MOP HEAD MOP HEAD-REFILL	06/16/2025	1	5	PIECE	116.00	580.00	0	ICU 1
1417	BOND PAPER LONG	07/28/2025	50	30	REAM	185.00	5,550.00	29	
1418	BOND PAPER SHORT	09/23/2025	50	60	REAM	157.00	9,420.00	15	
1416	BOND PAPER-A4 A4	09/09/2025	30	30	REAM	163.00	4,890.00	6	
1462	PRINTER INK 673 (BLACK)-FOR CT SCAN	05/30/2025	5	5	PIECE	555.00	2,775.00	0	
Grand Total :							<b>23,215.00</b>		

PURPOSE: FOR MMO STOCK REPLENISHMENT.

Prepared by:

BEVYLYNN L. LEYBLE

DEPARTMENT HEAD

Approved by:

HOPSS/Administrator