



GENSAN MEDICAL CENTER

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

Print Time: 1:38:05PM
Print Date: 7/7/2025
Page 1 of 1

PURCHASE REQUISITION FORM

Department : **MMO SUPPLY**

DATE : **07/07/2025**

PR # : **23 0002233**

ITEM CODE	DESCRIPTION	LAST DELIVERED		NEW REQUEST ORDER			TOTAL	B.O.H	REMARKS
		DATE	QTY	QTY	UNIT	UNIT PRICE			
1547	PRINTER.INK (EPSON #664)-BLACK	06/30/2025	10	20	PIECE	297.00	5,940.00	10	
1548	PRINTER.INK (EPSON #664)-CYAN	03/24/2025	10	10	PIECE	295.00	2,950.00	6	
1582	STAPLER STAPLER	05/20/2025	5	5	PIECE	130.00	650.00	0	
1585	STICKER PAPER WHITE (PER PACK)	04/23/2025	10	10	PACK	54.00	540.00	0	
3710	WATER REFILL 5 GAL	07/03/2025	100	100	BOTTLE	23.00	2,300.00	21	
Grand Total :							12,380.00		

PURPOSE: FOR MMO STOCKS REPLENISHMENT.

Prepared by:

BEVYLYNN . LEYBLE
DEPARTMENT HEAD

Approved by:

07/09/2025

MAE QUIAMCO BATAN, RSW
HOPSS/Administrator