



GENSAN MEDICAL CENTER
Purok Veterans, Brgy Calumpang, National Highway, General Santos City, 9500

PURCHASE REQUISITION SLIP

DEPARTMENT: ENGINEERING & MAINTENANCE DEPARTMENT PR NO.: F-00492
DATE: 11/21/2025

Item ID	Item Description	Unit	Qty	Estimated Unit Cost	Estimated Total Cost
1234	LABOR	PIECE/	1	10,500.00	10,500.00

*** nothing follows ***

Total: **10,500.00**

Purpose of Request: *LABOR & INSTALLATION & TRANSFER OF AIRCON FROM CONFERENCE ROOM TO CT SCAN ROOM.*

Requested By:

JUFFREY M. DELA PEÑA

DEPT. HEAD

Checked by: 

LEYBLE BEVLYNN CALANAO

Property Custodian

Approved By:

HOPSS/Administrator

Note: This should be filed in quadruplicate. Original - Accounting, Duplicate - Purchasing, Triplicate - Gen. Storeroom/Property Custodian, Quadruplicate - Requisitioner