



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

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## PURCHASE REQUISITION FORM

Department : **MMO SUPPLY**

DATE : **07/07/2025**

PR # : **23 0002235**

ITEM CODE	DESCRIPTION	LAST DELIVERED		NEW REQUEST ORDER			TOTAL	B.O.H	REMARKS
		DATE	QTY	QTY	UNIT	UNIT PRICE			
1391	ACCOUNT ENVELOPE	04/23/2025	1000	100	PIECE	2.84	283.53	0	
1443	ENVELOPE								
1443	COLORED PAPER PINK (SHORT)	05/30/2025	6	10	REAM	172.50	1,725.00	7	
1445	COLORED PAPER YELLOW (SHORT)	05/30/2025	6	10	REAM	172.50	1,725.00	7	
1449	CONTINUOUS PAPER 5 1/2 X 9 1/2 2 PLY	07/04/2025	10	10	BOX	700.00	7,000.00	10	
1487	GLUE 130G GLUE 130G	03/11/2025	12	24	PIECE	57.20	1,372.80	3	
Grand Total :							<b>12,106.33</b>		

PURPOSE: FOR MMO STOCKS REPLENISHMENT.

Prepared by:

BEVYLYNN J. LEYBLE  
DEPARTMENT HEAD

Approved by:

HOPSS/Administrator