



GENSAN MEDICAL CENTER

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

Print Time: 9:09:48AM
Print Date: 8/4/2025

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Text Object

PURCHASE REQUISITION FORM

Department : **MMO SUPPLY**

DATE : **08/04/2025**

PR # : **23 0002351**

ITEM CODE	DESCRIPTION	LAST DELIVERED		NEW REQUEST ORDER			TOTAL	B.O.H	REMARKS
		DATE	QTY	QTY	UNIT	UNIT PRICE			
1501	LETTER ENVELOPE WHITE (LONG)	08/01/2025	500	500	PIECE	0.78	390.00	500	
1502	LETTER ENVELOPE-WHITE WHITE (SHORT)	10/03/2024	500	500	PIECE	1.50	750.00	50	
1521	PACKAGING TAPE PACKAGING TAPE-CLEAR	04/29/2025	10	5	ROLL	37.80	189.00	2	
1545	PRINTER INK (EPSON #003)-MAGENTA	02/10/2025	10	10	PIECE	295.00	2,950.00	8	
1546	PRINTER INK (EPSON #003)-YELLOW	02/10/2025	10	10	PIECE	295.00	2,950.00	3	
Grand Total :							7,229.00		

PURPOSE: FOR MMO STOCK REPLENISHMENT.

Prepared by:

BEVYLYNN . LEYBLE

DEPARTMENT HEAD

Approved by:

HOPSS/Administrator