



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

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PURCHASE REQUISITION FORM

Department : **MMO SUPPLY**

DATE : **08/13/2025**

PR # : **23 0002399**

ITEM CODE	DESCRIPTION	LAST DELIVERED		NEW REQUEST ORDER			TOTAL	B.O.H	REMARKS
		DATE	QTY	QTY	UNIT	UNIT PRICE			
1677	HAND SOAP HAND SOAP -GALLON	06/17/2025	5	5	GALLON	219.00	1,095.00	0	
1459	DOUBLE SIDED TAPE	07/28/2025	10	10	ROLL	83.00	830.00	0	
4317	DOUBLE-SIDED FOAM TAPE DOUBLE-SIDED FOAM TAPE	10/01/2024	6	10	ROLL	22.00	220.00	0	
1766	TRASH BAG TRASH BAG (XXL-BLACK) PER ROLL	03/19/2025	20	2000	ROLL	126.00	252,000.00	0	
1469	EXPANDABLE ENVELOPE BROWN	03/27/2025	30	20	PIECE	11.75	235.00	2	
1455	CORRECTION TAPE CORRECTION TAPE	07/28/2025	30	50	PIECE	23.00	1,150.00	8	
1551	PRINTER RIBBON PRINTER RIBBON	06/19/2025	10	20	PIECE	27.00	540.00	0	
1571	SCISSORS SCISSORS	07/04/2025	5	5	PIECE	39.00	195.00	0	
Grand Total :							256,265.00		

PURPOSE: FOR MMO STOCKS REPLENISHMENT.

Prepared by:

BEVYLYNN J. LEYBLE

Approved by: