



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

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PURCHASE REQUISITION FORM

Department : **MMO SUPPLY**

DATE : **09/24/2025**

PR # : **23 0002583**

ITEM CODE	DESCRIPTION	LAST DELIVERED		NEW REQUEST ORDER			TOTAL	B.O.H	REMARKS
		DATE	QTY	QTY	UNIT	UNIT PRICE			
1505	MASKING TAPE 1" MASKING TAPE 1"	04/23/2025	50	50	PIECE	27.70	1,385.00	2	
1544	PRINTER INK (EPSON #003)-CYAN	02/10/2025	10	15	BOTTLE	295.00	4,425.00	9	
1550	PRINTER INK (EPSON #664)-YELLOW	09/23/2025	10	15	PIECE	305.00	4,575.00	12	
1572	SCOTCH TAPE 1 SCOTCH TAPE 1	07/11/2025	50	20	ROLL	21.20	424.00	29	
1588	STICKY NOTES (SINGLE COLOR) (100'S)	04/23/2025	24	30	PAD	13.80	414.00	3	
Grand Total :							11,223.00		

PURPOSE: FOR MMO STOCK REPLENISHMENTS.

Prepared by:

BEVYLYNN J. LEYBLE

DEPARTMENT HEAD

Approved by:

HOPSS/Administrator