

Shawump
MARY RODDELINE M. CASUAYAN

PURCHASE REQUEST

Entity Name: MARIVELES MENTAL HOSPITAL

Fund Cluster: 01 (SAA NO. 2019-09-0021)

Office/Section : HIV/AIDS CORE TEAM		PR No.: <u>2019100431</u> Responsibility Center Code : COH-HAC	Date: October 25, 2019		
Stock/Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
HCT-001	bottle	Alcohol, ethyl, 68%-78%, scented, 500ml (-5ml)	12	108.00	1,296.00
HCT-002	ream	Paper, Multicopy, 80gsm, A4 x 500 sheets	4	228.00	912.00
HCT-003	ream	Paper, Multicopy, 80gsm, Legal x 500 sheets	4	264.00	1,056.00
HCT-004	book	Record Book, 300 pages, 214mm x 278mm min.	10	66.00	660.00
HCT-005	pack	Toilet Tissue Paper, 2-plys sheets, 150 pulls x 12s	10	146.40	1,464.00
HCT-006	box	Staple Wire, for heavy duty staplers (23/13)	1	30.00	30.00
HCT-007	roll	Tape, masking, width: 24mm (±1mm)	1	72.00	72.00
HCT-008	roll	Tape, transparent, width: 24mm (±1mm)	1	36.00	36.00
HCT-009	can	Disinfectant Spray, aerosol type, 400g-550g	3	180.00	540.00
HCT-010	piece	Flash Drive, 16GB capacity	2	600.00	1,200.00
HCT-011	piece	Chair, monobloc, beige, with backrest, w/o armrest	6	600.00	3,600.00
HCT-012	piece	Table, monobloc, beige, 889mm x 889mm (35"x 35")	1	1,920.00	1,920.00
HCT-013	piece	Data File Box, made of chipboard, with closed ends (5x9x15x¾)	12	114.00	1,368.00
HCT-014	box	Envelope, mailing, white, with window	1	624.00	624.00
HCT-015	pack	Folder, tagboard, Legal, 14 points x 100s	1	624.00	624.00
HCT-016	piece	Marker, whiteboard, black, felttip, bullet type	5	66.00	330.00
HCT-017	piece	Puncher, paper, heavy duty, with two hole guide	1	264.00	264.00
HCT-018	pair	Scissors, symmetrical, blade length: 65mm min.	1	84.00	84.00
HCT-019	unit	Stapler, Binder Type, heavy duty, desktop	1	1,200.00	1,200.00
HCT-020	piece	Tape Dispenser, Table Top, for 24mm width tape	2	198.00	396.00
HCT-021	piece	Chair, monobloc, beige, with backrest, w/o armrest	6	600.00	3,600.00
HCT-022	piece	Table, monobloc, beige, 889mm x 889mm (35"x 35")	1	1,920.00	1,920.00
HCT-023	piece	Clearbooks, 20 transparent pockets, A4	3	138.00	414.00
HCT-024	piece	Clearbooks, 20 transparent pockets, Legal	3	156.00	468.00
HCT-025	unit	Electric Fan, Stand type, 16", plastic blade	4	2,400.00	9,600.00
HCT-026	bottle	Ink EPSON 003, Black	2	420.00	840.00
HCT-027	bottle	Ink EPSON 003, Cyan	1	420.00	420.00
HCT-028	bottle	Ink EPSON 003, Magenta	1	420.00	420.00
HCT-029	bottle	Ink EPSON 003, Yellow	1	420.00	420.00
HCT-030	piece	White Board 3' x 4'	1	2,064.00	2,064.00
HCT-031	unit	Office Table, 1.5' x 3', with drawers	3	4,200.00	12,600.00
HCT-032	unit	Mesh Chair	2	4,800.00	9,600.00
HCT-033	roll	Cotton, 400g	1	228.00	228.00
HCT-034	box	Gloves, examination, disposable	1	226.80	226.80
HCT-035	box	Gloves, examination, sterile, latex, blue, size 6	1	226.80	226.80
NOTHING FOLLOWS					
FUNDS AVAILABLE					
<i>LAARNI D. MAGLAQUI</i>					
LAARNI D. MAGLAQUI, MBA					
SAO - BUDGET UNIT					
TOTAL					60,723.60

Purpose: FOR HACT COMMITTEE USE.

Requested By: *[Signature]*

Approved By: *[Signature]*