

PROVINCE OF BOHOL
 DIVISION OFFICE
 DIVISION BOARD
 DIVISION NO. 268 DIVISION DATE 6/30/21
 1042 / UNIT NO. 12/31/21

sp_02
 APPENDIX "F"

102101
 2021-040 GP
 50203010 AMOUNT 106,848.10
PURCHASE REQUEST
 Province of Bohol
 PETERLESS M. TOTAL OFF

Department: Office of the Sangguniang
 Section: Panlalawigan-Secretariat
 P. R. No. _____ Date: June 23, 2021
 ObR No. _____ Date: _____

Stock No.	Unit	Item Description	Quantity	Estimated Unit Cost	Total Cost
COMMON OFFICE SUPPLIES					
1	bx.	Ballpen, ordinary fine point 50's - Black	2	300.00	600.00
2	bx.	Ballpen, ordinary fine point 50's - Blue	2	300.00	600.00
3	4	Envelope, ordinary, A4 size	50	6.20	310.00
4	pc.	Envelope, ordinary, Long	50	7.20	360.00
5	pc.	Envelope, Expanded with string and eyelet or elastic strap	200	13.20	2,640.00
6	pc.	Folder, ordinary, A4 size	50	5.70	285.00
7	pc.	Folder, ordinary, long	50	6.60	330.00
8	bx.	Fastener, Plastic 50's	10	66.00	660.00
9	pc.	Wooden/Glass Frame (for certificate/Plaque) A4 size	20	125.00	2,500.00
10	pc.	Logbook/Record Book, Hardbound, 500 pages	10	396.00	3,960.00
11	bx.	Paper Clip, Vinyl Coated, 100's - Small	6	10.80	64.80
12	bx.	Paper Clip, Vinyl Coated, 100's - Big	6	21.60	129.60
13	rm	Paper, Multycopy, S20-A4 size	150	298.00	44,700.00
14	box	Staple Wire #35	5	51.60	258.00
15	box	Stationery Mailing Envelope	5	1,000.00	5,000.00
IT SUPPLY					
16	pc.	Toner CE255A Monochrome for P3015dn for HP	1	8,635.00	8,635.00
JANITORIAL/HOUSEKEEPING SUPPLIES					
17	btl	Air Freshener 320 ml	5	214.80	1,074.00
18	pack	Battery AAA, Heave Duty - 4's/pack	100	114.00	11,400.00
19	pack	Trash bag, Large 5's/pack	30	50.00	1,500.00
20	btl.	Toilet Bowl Cleaning Solution 1L	3	63.90	191.70
CONSUMABLES					
21	pc.	Ink for Epson L360 & L120 Black	15	348.00	5,220.00
22	btl	Ink for Epson L3110 Black #003	10	383.00	3,830.00
23	btl	Ink for HP 310 Black GT51	10	450.00	4,500.00
24	btl	Ink for HP 310 Cyan GT52	6	450.00	2,700.00
25	btl	Ink for HP 310 Magenta GT52	6	450.00	2,700.00
26	btl	Ink for HP 310 Yellow GT52	6	450.00	2,700.00
				TOTAL>>>	106,848.10
					XXXXXXXXXX

Time of Delivery : 7 Days upon receipt of P.O.
 Place of Delivery : SP-Secretariat
 Mode of Award : By Lot

Purpose / Remarks: For the use in the office of the Secretary to the Sangguniang Panlalawigan, Capitol Complex, Tagbilaran City.

Requested by:	Cash Availability	Approved by:
		BY THE AUTHORITY OF THE VICE GOVERNOR
Signature		MATTHEW S. NEMENZO
Printed Name	<u>BONIFACIO M. QUIROG, JR./Ph. D.</u>	BOARD SECRETARY V
Designation	<u>Secretary to the Sangguniang Panlalawigan</u>	HON. RENE L. RELAMPAGOS
	<u>EUSTAQUIA A. SOCORIN</u>	<u>Vice Governor</u>
	<u>Provincial Treasurer</u>	

PR 2021-0486
 2021-0225
 106,848.10
 e procurement
 PR - 2021-7154
 A - 2021-2260