

Name of the Procuring Entity

PR# 0321-277

Project Reference Number

Name of Project

Location of Project

Standard Form Number: SF- GOOD-59

Revised on : May 24, 2004

Standard Form Title : Purchase Request

RECEIVED BY: *[Signature]* DATE: 4/1/20  
 PROVINCIAL PROCUREMENT MANAGEMENT UNIT  
 RSC #  
 AMOUNT: ₱ 118,172.05  
 NO. 0157-SVP-116-2002-0249

**PURCHASE REQUEST**  
**Sangguniang Panlalawigan- Province of Bohol**  
 Agency/Procuring Entity

Department Office of SP Member Bonita PR No. \_\_\_\_\_

Date : \_\_\_\_\_

Section \_\_\_\_\_ SAI No. \_\_\_\_\_

Date : \_\_\_\_\_

STOCK NO.	UNIT	ITEM DESCRIPTION	QTY.	UNIT COST	TOTAL COST
		<b>Office Supplies</b>			
1	pc	Envelope expanding for A4 size documents	50	16.19	809.50
2	pcs	Envelope legal transparent , w/handle	20	58.05	1,161.00
3	pcs	Glue all Purpose 90 ml	5	30.00	150.00
4	pcs	Logbook/recordbook, half size, 500p	5	100.80	504.00
5	ream	Paper, Multicopy, S20- A4	20	281.16	5,623.20
6	ream	Paper, Multicopy, S20- Long	15	322.80	4,842.00
7	pck	Photo paper A4 size 20's	5	166.80	834.00
8	pcs	Sign pen (H-techpoint V7RT blue )	30	64.00	1,920.00
9	box	staple wire #10	10	9.36	93.60
10	box	staple wire #35	2	51.84	103.68
11	roll	Tape masking 1"	5	24.38	121.90
12	roll	Tape masking 2"	5	52.08	260.40
13	roll	Tape transparent 1"	5	32.40	162.00
		<b>TOTAL</b>			<b>16,585.28</b>
		<b>SPORTING GOODS - Charge to OMOE</b>			
14	pcs	Basketball rubber type	30	610.00	18,300.00
15	pcs	Trophy 24" with engrave & wrapping sports	50	609.84	30,500.00
16	pcs	Volleyball rubber type	30	650.00	19,500.00
		<b>TOTAL</b>			<b>68,300.00</b>
		<b>Housekeeping Supplies</b>			
17	can	Air freshener 500ml (spray lavender bloom)	20	270.00	5,400.00
18	btls	Alcohol ETHYL 70% scented 500 ml	20	82.06	1,641.20
19	pcks	Bathroom Tissue, 2ply , 12's roll/pack	12	160.70	1,928.40
20	pcks	Cups Disposable , 50's (paper cups)	10	90.00	900.00
21	gal	Disinfectant concentrate, 1 gal	2	527.59	1,055.18
22	gal	Dishwashing Liquid	1	480.00	480.00
23	btll	Furniture /appliance cleaner 500ml (spray-5 btll)	3	203.04	609.12
24	can	Insecticide spray 500 ml	5	277.41	1,387.05
25	pcs	Mop Head, made of rayons, weight 500g	4	164.33	657.32
		<b>TOTAL</b>			<b>14,058.27</b>
		<b>IT SUPPLIES,</b>			
26	btls	Continous Ink for EPSON L3110 Black 003	10	382.80	3,828.00