

## PURCHASE REQUEST

1/25/22

Department: <b>CNCMH-Loon Hospital</b>			PR NO: <b>2022-11</b>	Date: <b>January 24, 2022</b>	
Section:			SAI NO: _____	Date: _____	
			ObR No: _____	Date: _____	
Item No.	Quantity	Units of Issue	Item Description	Estimated Unit Cost	Estimated Cost
1.	3	box	Ballpen. Ordinary, 50's - black	330.00	990.00
2.	2	box	Ballpen. Ordinary, 50's - blue	330.00	660.00
3.	1	box	Ballpen. Ordinary, 50's - red	330.00	330.00
4.	1	box	Ballpen. Ordinary, 50's - violet	330.00	330.00
5.	2	pc	Calculator, solar cell, battery - ordinary, 12 digits	230.00	460.00
6.	1	box	Carbon Film/Paper - Long, 100's	768.00	768.00
7.	50	pc	Cartolina Paper, 22.5"x28.5", color white	8.00	400.00
8.	120	pc	Cartolina Paper, 22.5"x28.5", color blue	10.00	1,200.00
9.	120	pc	Cartolina Paper, 22.5"x28.5", color pink	10.00	1,200.00
10.	120	pc	Cartolina Paper, 22.5"x28.5", color yellow	10.00	1,200.00
11.	100	pc	Cartolina Paper, 22.5"x28.5", color green	10.00	1,000.00
12.	100	pc	Cartolina Paper, 22.5"x28.5", color red	10.00	1,000.00
13.	2	pc	Cashbook, Hardbound, Official form - with debit, credit and balance columns	500.00	1,000.00
14.	12	box	Catalog Envelope 6" x 9" 500's	600.00	7,200.00
15.	9	pad	Certificate of Live Birth, Official form	350.00	3,150.00
16.	5	pad	Certificate of Death, Official form	350.00	1,750.00
17.	20	pc	Correction pen, 7ml	118.41	2,368.20
18.	90	pc	Correction tape, 20m x 5mm	81.43	7,328.70
19.	1	pc	Cork Board 2x2 ft	420.00	420.00
20.	5	pc	Data File box, open	166.00	830.00
21.	1	pc	Dating and Stamping Machine, heavy duty	684.00	684.00
22.	1500	pc	Envelope, ordinary, long	8.64	12,960.00
23.	50	pc	Envelope, ordinary, short	7.20	360.00
24.	5	box	Fastener, Plastic, 50's set	78.52	392.60
25.	5	pc	File Tray/Organizer 3-layer metal	358.80	1,794.00
26.	1	pc	Flag of Bohol, standard size	1,464.29	1,464.29
27.	1	pc	Flag of the Philippines, standard size	256.69	256.69
28.	200	pc	Folder, ordinary, long	7.92	1,584.00
29.	50	pc	Folder, ordinary, short	6.48	324.00
30.	25	bot	Glue, 130 ml	48.00	1,200.00
31.	50	pack	Index Card 5"x8" 100's	250.00	12,500.00
32.	5	pc	Ink cartridge No. 680 - Black for HP Printer	600.00	3,000.00
33.	3	pc	Ink cartridge No. 680 - Colored for HP Printer	600.00	1,800.00
34.	6	pc	Ink cartridge No. 704 - Colored for HP Printer	400.00	2,400.00
35.	3	pc	Ink cartridge No. LC539XL - black for Brother Printer	400.00	1,200.00
36.	2	pc	Ink cartridge No. LC535XL - cyan for Brother Printer	400.00	800.00
37.	2	pc	Ink cartridge No. LC535XL - magenta for Brother Printer	400.00	800.00
38.	2	pc	Ink cartridge No. LC535XL - yellow for Brother Printer	400.00	800.00
39.	2	tube	Ink for KZ30, 800ml per cartridge, black	1,200.00	2,400.00
40.	10	bot	Ink for permanent marker, black, 30ml	90.00	900.00
41.	2	bot	Ink for permanent marker, blue, 30ml	90.00	180.00
42.	2	bot	Ink for whiteboard marker, black	150.00	300.00
43.	15	pc	Logbook/record book, ordinary, 500 pages	146.81	2,202.15
44.	400	pc	Manila paper, 36"x48"	6.00	2,400.00
45.	4	box	Marker, Permanent, Fine, black, 12's	460.80	1,843.20
46.	1	box	Marker, Permanent, Fine, red, 12's	460.80	460.80
47.	3	box	Marker, Whiteboard, fine, black, 12's	480.80	1,442.40
48.	9	box	Paper Clip, vinyl coated, 100's - big	29.69	267.21
49.	2	box	Paper- continuous short 3 plv. carbonless	760.00	1,520.00