

Name of the Procuring Entity	Project Reference Number
9/27	Name of Project
	Location of Project

Standard Form Number: SF- GOOD-59

Revised on : May 24, 2004

Standard Form Title : **Purchase Request**

PURCHASE REQUEST

Sangguniang Panlalawigan- Province of Bohol

Agency/Procuring Entity

Department **Office of Sangguniang Panlalawigan** PR No. _____ Date : _____

Section **Office of the Board Member Lucille Yap Lagunay** SAI No. _____ Date : _____

STOCK NO.	UNIT	ITEM DESCRIPTION	QTY.	UNIT COST	TOTAL COST
		Office Supplies			
1	reams	Paper, Multicopy, S20- A4 (70gsm)	40	257.30	10,292.00
2	reams	Paper, Multicopy, S20 - Short (70gsm)	40	223.59	8,943.60
3	reams	Paper, Multicopy, S20- Long (70gsm)	40	329.54	13,181.60
4	rolls	Tape, double sided 1" with out foam	4	52.25	209.00
5	rolls	Tape, double sided 1 inch with foam	4	108.24	432.96
6	rolls	Tape, duct tape, 48mm x 11	4	78.29	313.16
7	rolls	Tape, masking 0.5"	4	19.71	78.84
8	rolls	Tape, masking 1"	4	30.47	121.88
9	rolls	Tape, masking 2"	4	54.88	219.52
10	rolls	Tape, packaging 3"	4	52.00	208.00
11	rolls	Tape, transparent - 1/2"	4	5.57	22.28
12	rolls	Tape, transparent - 1"	4	32.51	130.04
13	pcs	Envelope, Expanding, short (letter), With String and eyelet	15	14.01	210.15
14	pcs	Envelope, Expanding, legal brown, With String and eyelet or elastic strap	15	14.75	221.25
15	pcs	Clearbook - Long (folio), 50 Leaves	5	149.76	748.80
16	box	pen, ballpoint - ordinary, 0.7 mm (fine), with cap, black	3	327.60	982.80
17	pcs	Sign pen , 0.5mm, black, 12's	10	686.78	6,867.80
18	pcs	Pencil, Lead #2	10	10.12	101.20
19	pcs	Correction pen - 7 ml, metal tip	5	27.00	135.00
20	pcs	Correction Tape , Roller type 5 mm x 4 m	5	41.70	208.50
21	tube	Cutter Blade for heavy duty	20	16.09	321.80
22	pcs.	Scissor, multipurpose 8.5	10	89.48	894.80
23	pcs.	Stapler with remover No. 35	5	360.80	1,804.00
24	pcs.	Stapler with remover No. 10	2	124.80	249.60
25	box	Staple wire , No. 35	10	57.47	574.70
26	box	Staple wire , No. 10	10	16.36	163.60
27	pcs	Puncher Heavy Duty 2 Hole	1	488.98	488.98
28	box	Rubber Band - #18 (big), 350 grams	5	169.04	845.20
29	bots	Glue 250gms	5	142.56	712.80
30	jars	Paste-200 grams	2	56.80	113.60
		TOTAL			49,797.46
		Sporting Goods			
1	pc	Trophy 28" with engrave & wrapping	40	700.00	28,000.00
2	pc	Basketball rubber type	40	755.93	30,237.20