

PURCHASE REQUEST
Department of Social Welfare and Development
Molo, Iloilo City

Department: DSWD FO VI PR. No.: 2016-01-00119 DATE: JANUARY 20, 2016
 Division: OPD/SOCIAL PENSION SAI No.: _____ DATE: _____
 ALOBS No.: _____ DATE: _____

Quantity	Unit of Issue	Item Description	Stock No.	Estimated Unit Cost	Estimated Cost
30	bottle	ALCOHOL, 70%, ethyl		40.04	1,201.20
102	piece	ENVELOPE, expanding, plastic, legal size		45.76	4,667.52
250	piece	FILE ORGANIZER, expanding, legal, plastic, assorted colors		79.04	19,760.00
45	piece	MARKING PEN, whiteboard, black		11.86	533.70
45	piece	MARKING PEN, whiteboard, blue		11.86	533.70
45	piece	MARKER, permanent, black		12.25	551.25
45	piece	MARKER, permanent, blue		12.25	551.25
456	piece	NOTE BOOK, stenographer's, 40 leaves, ruled both sides		7.70	3,511.20
40	box	PAPER FASTENER, for paper, metal, 50 sets/box		82.04	3,281.60
4	box	PENCIL, lead, w/eraser, One(1) dozen per box		20.53	82.12
10	book	RECORD BOOK, 500 pages, Smythe sewn		88.40	884.00
5	box	RUBBER BAND, 10mm min thickness, min 350grams/box or approx 220pcs		132.68	663.40
5	piece	SIGN PEN, black		43.14	215.70
5	piece	SIGN PEN, blue		43.14	215.70
3	piece	SIGN PEN, red		43.14	129.42
20	box	STAPLE WIRE, standard, #35		23.59	471.80
15	roll	TAPE, masking, 48mm, 50 meters length		91.31	1,369.65
10	roll	TAPE, packaging, 48mm, 50 meters length		30.11	301.10
10	pack	TOILET TISSUE, 12 rolls/pack		72.80	728.00
1	piece	BROOM, soft (lambo)		119.60	119.60
6	pouch	DETERGENT POWDER, all purpose, 500gms		22.88	137.28
2	can	FURNITURE CLEANER, 300ml/can min		100.88	201.76
6	bottle	TOILET BOWL & URINAL CLEANER, 900ml		67.60	405.60
12	box	TOILET DEODORANT CAKE, 99% paradichlorobenzene, 50gms, 3 pcs/pack		29.12	349.44
505	piece	BALLPOINT PEN, fine point, black		14.40	7,272.00
1	ream	ENVELOPE, mailing, with DSWD Logo, Legal		645.60	645.60
50	ream	PAPER, copy, A4		233.70	11,685.00
50	ream	PAPER, copy, Legal		219.60	10,980.00
5	Bottle	INK Bottle, Brother BT6000BK, Black		390.00	1,950.00
5	Bottle	INK Bottle, Brother BT5000M, Magenta		390.00	1,950.00
5	Bottle	INK Bottle, Brother BT5000Y, Yellow		390.00	1,950.00
5	Bottle	INK Bottle, Brother BT5000C, Cyan		390.00	1,950.00
4	cart	TONER CARTRIDGE, Samsung Part No. MLTD205L, for printer ML 3310ND		8,000.00	32,000.00
10	BOX	Mini CORRECTION FLUID, disposable, usable length of 3.5M		875.00	8,750.00
				TOTAL:	119,998.59

Purpose: Social Pension Office Supplies for the implementation of the program.

This is to certify that the above Requests are included in the Annual Procurement Plan. <i>[Signature]</i> 1/20/16 PERLA P. HARD, SWO IV BAC SECRETARIAT This is to certify that funds are Available with corresponding SAA/SARO: 0203010-00 <i>[Signature]</i> FREDYLINE E. SACLOTE Budget Officer 30209000 SPP DMP Current	Requested by:	Approved by:
	<i>[Signature]</i>	<i>[Signature]</i>
	ROSARIO A. SANAGUSTIN	REBECCA P. GEAMALA
	Printed Name	Printed Name
	SWO V-PSU Head	OIC-Regional Director
	Designation	Designation