



SUPPLY AND PROPERTY MANAGEMENT OFFICE

Lakandula St., at the back of Albert Hall, U.P. Diliman, Quezon City
Tel. Nos. 981-8500 loc. 4576 to 77, 4580 to 4582, 4589

UPD SPMO CENTRAL STOREROOM AVAILABLE STOCKS

As of December 18, 2020

ITEM/DESCRIPTION	UNIT	AVAILABLE BALANCE	UNIT COST
AIR FRESHENER, aerosol, 280ml/150g min	can	285	₱90.22
BARCODE STICKER	piece	4,040	2.80
CALCULATOR, compact, 12 digits	unit	15	₱346.85
CHALK, molded, white, dustless, length: 78mm min	box	2	₱29.64
CLIP, BACKFOLD, all metal, clamping: 50mm (-1mm)	box	37	₱47.84
CUTTER BLADE, for heavy duty cutter	piece	124	14.82
FOLDER, PRESSBOARD, size: 240mm x 370mm (-5mm)	box	1,360	₱952.64
FORM - CERTIFICATE OF SERVICE	pad	91	₱28.57
FORM - DAILY TIME RECORD	pad	50	₱32.25
FORM - REIMBURSEMENT EXPENSE RECEIPT	pad	337	₱29.72
FORM - SUPPLIES LEDGER CARD	piece	3,380	₱3.15
MARKER, PERMANENT, bullet type, red	piece	255	₱8.98
MARKER, whiteboard, red, felt tip, bullet type	piece	15	₱13.38
NOTEBOOK, STENOGRAPHER, spiral, 40 leaves	piece	627	₱12.04
PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm	reams	100	₱181.42
PROTECTIVE SAFETY GOGGLES	piece	6	₱156.00
RUBBER BAND, 70mm min lay flat length (#18)	box	1	₱109.50
RULER, plastic, 450mm (18"), width: 38mm min	piece	209	₱17.68
STAMP PAD INK, purple or violet, 50ml (min.)	bottle	10	₱31.52
STAPLE WIRE, STANDARD, (26/6)	box	343	₱21.09
STAPLER, BINDER TYPE, heavy duty, desktop	unit	15	₱914.16
SURGICAL MASK, 3-ply	piece	30,895	₱14.04
TAPE DISPENSER, TABLE TOP, for 24mm width tape	piece	74	₱64.20
TAPE, PACKAGING, width: 48mm (±1mm)	roll	145	₱19.97
TONER CART, HP CE410A, (HP305), Black	cart	1	₱4,201.60
TONER CART, HP CE411A, (HP305), Cyan	cart	2	₱6,011.20
TONER CART, HP CE412A, (HP305), Yellow	cart	4	₱6,011.20
Toner Cartridge, HP CF400A (HP201A) Black LaserJet	cart	1	₱3,429.78
Toner Cartridge, HP CF403A (HP201A) Magenta LaserJ	cart	4	₱4,043.83
WRAPPING PAPER, kraft, 65gsm (-5%)	pack	7	₱154.84

**This posting is valid for December 18, 2020 only.*

***List of Available CSEs as of 9:00AM. Availability may vary throughout the day.*

****This is a computer-generated document and it does not require signature.*