



SUPPLY AND PROPERTY MANAGEMENT OFFICE

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UPD SPMO CENTRAL STOREROOM AVAILABLE STOCKS

As of February 7, 2020

| ITEM/DESCRIPTION | UNIT | AVAILABLE BALANCE | UNIT COST |
|--|--------|-------------------|-----------|
| BARCODE STICKER, TAMPER PROOF | piece | 11,690 | 2.80 |
| CALCULATOR | piece | 37 | 346.85 |
| CLIP, PAPER, VINYL, 50MM (BIG) | box | 26 | 17.14 |
| CUTTER BLADE, 10 PCS./TUBE | tube | 196 | 14.82 |
| CUTTER KNIFE, for general purpose | piece | 40 | 33.43 |
| DATA FILE BOX, made of chipboard | piece | 25 | 77.20 |
| DATING AND STAMPING MACHINE HD | piece | 13 | 453.96 |
| ENVELOPE, DOCUMENTARY, A4 | piece | 13,601 | 1.35 |
| ENVELOPE, DOCUMENTARY, LEGAL | piece | 13,400 | 1.86 |
| ENVELOPE, EXPANDING, KRAFT, LEGAL SIZE | piece | 369 | 7.39 |
| ENVELOPE, EXPANDING, PLASTIC, LEGAL SIZE | piece | 504 | 30.49 |
| ERASER, FELT, BLACKBOARD | piece | 330 | 10.30 |
| ERASER, PLASTIC/RUBBER FOR PENCIL | piece | 98 | 4.37 |
| FASTENER, PAPER | box | 274 | 83.41 |
| FOLDER, WITH TAB, A4 SIZE | piece | 380 | 2.79 |
| FOLDER, PRESSBOARD, PLAIN, LEGAL SIZE | piece | 560 | 9.53 |
| FORM - CERTIFICATE OF SERVICE FORM | pad | 111 | 28.57 |
| FORM - DAILY TIME RECORD | pad | 125 | 32.25 |
| FORM - SUPPLIES LEDGER CARD | piece | 3,880 | 3.15 |
| FORM -REIMBURSEMENT EXPENSE RECEIPT | pad | 361 | 29.72 |
| INK, STAMP PAD | bottle | 20 | 30.80 |
| MARKER, FLOURESCENT, 3 PCS/SET | set | 236 | 46.68 |
| NOTEBOOK, STENOGRAPHER, 40 LEAVES | piece | 1,435 | 12.04 |
| NOTEPAD, STICK-ON, 2 X 3 | pad | 59 | 37.06 |
| NOTEPAD, STICK-ON, 3 X 3 | pad | 568 | 47.73 |
| NOTEPAD, STICK-ON, 3 X 4 | pad | 327 | 59.28 |
| PAPER, RULED PAD | pad | 194 | 29.12 |
| PEN PERMANENT MARKING-RED | piece | 366 | 8.98 |
| PEN, MARKER ,WHITEBOARD-BLACK | piece | 467 | 13.38 |
| PEN, MARKER ,WHITEBOARD-BLUE | piece | 547 | 13.38 |
| PEN, MARKER ,WHITEBOARD-RED | piece | 26 | 13.38 |
| PENCIL SHARPNER | piece | 61 | 202.80 |
| PUNCHER, PAPER, 2 HOLES | piece | 14 | 131.96 |
| SCISSORS | pair | 50 | 40.56 |
| STAMP PAD FELT | pad | 49 | 34.95 |
| STAPLER, STANDARD TYPE | piece | 36 | 176.80 |
| STAPLE REMOVER, PLIER TYPE | piece | 47 | 24.90 |
| STAPLE WIRE, STANDARD | box | 1,300 | 22.55 |
| TAPE DISPENSER, TABLE TOP FOR 24MM | piece | 3 | 64.20 |
| TAPE, MASKING, 24MM | piece | 552 | 54.60 |
| TAPE, PACKAGING, 2" | piece | 400 | 19.97 |
| TAPE, TRANSPARENT, 24MM | pack | 265 | 10.09 |
| TISSUE PAPER | pack | 129 | 87.40 |

*This posting is valid on February 7, 2020 ONLY.

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