



## 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 May 24, 2022

ITEM/DESCRIPTION	UNIT	AVAILABLE BALANCE	UNIT COST
BATTERY, dry Cell, size AA	pack	5	36.30
BATTERY, dry Cell, size D	pack	42	96.20
CALCULATOR, compact	unit	53	266.24
CARBON FILM, A4	box	8	221.00
CARTOLINA, assorted colors	pack	100	83.72
CHALK, white enamel	box	38	32.97
DISPOSABLE GLOVES, LATEX	box	8	678.88
DOCUMENT CAMERA, 8 MP	unit	9	#####
ELECTRIC FAN, industrial, ground type	unit	27	1,109.68
ENVELOPE, expanding, kraft, legal	box	72	738.40
ENVELOPE, expanding, plastic	piece	91	30.49
ERASER, FELT, for blackboard/whiteboard	piece	532	11.41
ERASER, plastic/rubber	piece	348	4.47
FACE SHIELD, direct splash protection	piece	626	45.00
FILE ORGANIZER, expanding, plastic, legal	piece	28	85.20
FOLDER, L-type, legal	pack	170	238.57
FORM - DAILY TIME RECORD	pad	490	32.25
FORM - REIMBURSEMENT EXPENSE RECEIPT	pad	325	29.72
FORM - SUPPLIES LEDGER CARD	piece	1,740	3.15
FURNITURE CLEANER, aerosol type	can	198	120.12
HANDBOOK (RA 9184), 8th edition	book	2	37.21
INK, for stamp pad	bottle	52	28.91

**This posting is valid on May 24, 2022 ONLY.**

**\*List of available supplies as of May 24, 2022. Quantity of items varies throughout the day**

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

**\*\*\*Some items may not appear in your list in the CSE portal because of our implemtation of the pilot testing for our CSE door-to-door logistics**