



## 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 June 21, 2022

ITEM/DESCRIPTION	UNIT	AVAILABLE BALANCE	UNIT COST
ALCOHOL, ethyl, 68%-72%, 1 Gallon	gallon	43	330.55
BATTERY, dry Cell, size AA	pack	133	20.49
BATTERY, dry Cell, size AAA	pack	316	18.34
BATTERY, dry Cell, size D	pack	33	96.20
CALCULATOR, compact	unit	32	266.24
CARBON FILM, A4	box	6	221.00
CARTOLINA, assorted colors	pack	100	83.72
CHALK, white enamel	box	38	32.97
CORRECTION TAPE, 8m	piece	512	11.53
DOCUMENT CAMERA, 8 MP	unit	9	23,623.60
ELECTRIC FAN, industrial, ground type	unit	25	1,109.68
ELECTRIC FAN, stand type	unit	63	856.86
ENVELOPE, expanding, kraft, legal	box	10	738.40
ERASER, FELT, for blackboard/whiteboard	piece	504	11.41
ERASER, plastic/rubber	piece	231	4.47
FACE SHIELD, direct splash protection	piece	626	45.00
FLASH DRIVE, 16 GB	piece	88	166.40
FOLDER, with tab, A4	pack	2	279.00
FORM - CERTIFICATE OF SERVICE	pad	576	28.57
FORM - DAILY TIME RECORD	pad	483	32.63
FORM - REIMBURSEMENT EXPENSE RECEIPT	pad	325	29.72
FORM - SUPPLIES LEDGER CARD	piece	1,740	3.15
FURNITURE CLEANER, aerosol type	can	121	120.12
GLUE, all purpose	jar	54	70.72
HEAD COVER, disposable	piece	1	2.60
INK, for stamp pad	bottle	3	28.91
KN95 FACE MASK	pack (10)	79	888.80
MOUSE, OPTICAL, USB connection type	unit	26	149.76
MULTIMEDIA PROJECTOR	unit	4	16,588.00
NOTEBOOK, stenographer	piece	35	12.04
PAD PAPER, ruled	pad	50	21.53
PAPER TRIMMER / CUTTING MACHINE, table top	unit	1	9,297.60
PAPER, MULTICOPY, A4, 80 gsm	reams	607	136.66
PROTECTIVE SAFETY GOGGLES	piece	3	156.00
RULER, plastic, 450mm	piece	14	16.64
SCISSORS, symmetrical	pair	159	33.37
STAPLE REMOVER, plier type	piece	134	27.87
STAPLE WIRE, standard	box	218	23.76

TAPE, transparent, 24mm	roll	308	11.18
THERMAL SCANNER, Viewtech with Tripod	piece	12	4,990.00
THERMOGUN	piece	1	2,532.40
TRASHBAG, plastic	roll	284	144.04
TWINE, plastic	roll	207	66.62
WRAPPING PAPER, kraft	pack	37	161.20

**This posting is valid on June 21, 2022 ONLY.**

**\*List of available supplies as of June 21, 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 implementation of the pilot testing for our CSE door-to-door logistics**