



## 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 July 13, 2022

ITEM/DESCRIPTION	UNIT	AVAILABLE BALANCE	UNIT COST
AIR FRESHENER, aerosol type	can	601	81.64
ALCOHOL, Ethyl, 68%-72%, 500 ml	bottle	896	47.85
BATTERY, dry Cell, size D	pack	33	96.20
CALCULATOR, compact	unit	27	266.24
CARBON FILM, A4	box	4	221.00
CARTOLINA, assorted colors	pack	93	83.72
CHALK, white enamel	box	38	32.97
CLEARBOOK, 20 Transparent pockets, A4	piece	248	37.04
DOCUMENT CAMERA, 8 MP	unit	9	23,623.60
ELECTRIC FAN, industrial, ground type	unit	5	1,109.68
ERASER, FELT, for blackboard/whiteboard	piece	369	11.41
ERASER, plastic/rubber	piece	176	4.47
FACE SHIELD, direct splash protection	piece	626	45.00
FLASH DRIVE, 16 GB	piece	187	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	67	120.12
HEAD COVER, disposable	piece	1	2.60
KN95 FACE MASK	pack (10)	79	888.80
MULTIMEDIA PROJECTOR	unit	3	16,588.00
NOTE PAD, stick on, 3" x 3"	pad	108	52.00
PAD PAPER, ruled	pad	7	21.53
PAPER, Multi-Purpose, A4, 70 gsm	reams	567	137.74
PAPER, multi-purpose, legal, 70gsm	reams	300	158.91
PAPER, MULTICOPY, A4, 80 gsm	reams	152	136.66
PAPER, MULTICOPY, Legal, 80gsm	reams	9	189.18
PROTECTIVE SAFETY GOGGLES	piece	3	156.00
SCISSORS, symmetrical	pair	2	33.37
STAPLE REMOVER, plier type	piece	9	27.87
TAPE, electrical	roll	74	19.45

<b>THERMAL SCANNER, Viewtech with Tripod</b>	<b>piece</b>	<b>12</b>	<b>4,990.00</b>
<b>THERMOGUN</b>	<b>piece</b>	<b>1</b>	<b>2,532.40</b>
<b>TRASHBAG, plastic</b>	<b>roll</b>	<b>162</b>	<b>144.04</b>
<b>TWINE, plastic</b>	<b>roll</b>	<b>180</b>	<b>66.62</b>
<b>WRAPPING PAPER, kraft</b>	<b>pack</b>	<b>37</b>	<b>161.20</b>

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**This posting is valid on July 13, 2022 ONLY.**

**\*List of available supplies as of July 13, 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**

**\*\*\*\*Items posted above are based on the opening balance as of 7:30AM today**