



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 18, 2022

| ITEM/DESCRIPTION | UNIT | AVAILABLE BALANCE | UNIT COST |
|---|-----------|----------------------|-----------|
| AIR FRESHENER, aerosol type | can | 579 | 81.64 |
| ALCOHOL, Ethyl, 68%-72%, 500 ml | bottle | 815 | 47.85 |
| BATTERY, dry Cell, size D | pack | 33 | 96.20 |
| CALCULATOR, compact | unit | 16 | 266.24 |
| CARBON FILM, A4 | box | 4 | 221.00 |
| CARTOLINA, assorted colors | pack | 90 | 83.72 |
| CHALK, white enamel | box | 38 | 32.97 |
| CLEARBOOK, 20 Transparent pockets, A4 | piece | 223 | 37.04 |
| DOCUMENT CAMERA, 8 MP | unit | 9 | 23,623.60 |
| ELECTRIC FAN, industrial, ground type | unit | 3 | 1,109.68 |
| ERASER, FELT, for blackboard/whiteboard | piece | 345 | 11.41 |
| ERASER, plastic/rubber | piece | 165 | 4.47 |
| FACE SHIELD, direct splash protection | piece | 626 | 45.00 |
| FLASH DRIVE, 16 GB | piece | 180 | 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 | 61 | 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 | 49 | 52.00 |
| PAD PAPER, ruled | pad | 2 | 21.53 |
| PAPER, Multi-Purpose, A4, 70 gsm | reams | 527 | 137.74 |
| PAPER, multi-purpose, legal, 70gsm | reams | 295 | 158.91 |
| PROTECTIVE SAFETY GOGGLES | piece | 3 | 156.00 |
| TAPE, electrical | roll | 69 | 19.45 |
| THERMAL SCANNER, Viewtech with Tripod | piece | 12 | 4,990.00 |

| | | | |
|------------------------------|--------------|------------|-----------------|
| THERMOGUN | piece | 1 | 2,532.40 |
| TRASHBAG, plastic | roll | 161 | 144.04 |
| TWINE, plastic | roll | 179 | 66.62 |
| WRAPPING PAPER, kraft | pack | 37 | 161.20 |

This posting is valid on July 18, 2022 ONLY.

***List of available supplies as of July 18, 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**