



SUPPLY AND PROPERTY MANAGEMENT OFFICE

Lakandula St., at the back of Albert Hall, U.P. Diliman, Quezon City

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UPD SPMO CENTRAL STOREROOM AVAILABLE STOCKS

As of August 28, 2020

| ITEM/DESCRIPTION | UNIT | AVAILABLE BALANCE | UNIT COST |
|--|--------|-------------------|-----------|
| AIR FRESHENER, aerosol, 280ml/150g min | can | 508 | ₱90.22 |
| BARCODE STICKER | piece | 8,321 | 2.80 |
| BATTERY, dry cell, D, 1.5 volts, alkaline | pack | 27 | ₱96.20 |
| CALCULATOR, compact, 12 digits | unit | 32 | ₱346.85 |
| CHALK, molded, white, dustless, length: 78mm min | box | 12 | ₱29.64 |
| CUTTER BLADE, for heavy duty cutter | tube | 175 | 14.82 |
| DATING AND STAMPING MACHINE, heavy duty | piece | 9 | ₱453.96 |
| ELECTRIC FAN, INDUSTRIAL, ground type, metal blade | unit | 3 | ₱1,109.68 |
| ELECTRIC FAN, ORBIT type, ceiling, metal blade | unit | 10 | ₱1,369.68 |
| ENVELOPE, DOCUMENTARY, for A4 size document | piece | 621 | ₱1.35 |
| ENVELOPE, EXPANDING, KRAFTBOARD, for legal size document | piece | 369 | ₱7.39 |
| ENVELOPE, mailing, white, with window | box | 5 | ₱433.68 |
| ERASER, FELT, for blackboard/whiteboard | piece | 6 | ₱10.30 |
| EXTERNAL HARD DRIVE, 1TB, 2.5" HDD, USB 3.0 | piece | 71 | ₱2,650.83 |
| FASTENER, METAL, 70mm between prongs | box | 46 | ₱83.41 |
| FOLDER, PRESSBOARD, size: 240mm x 370mm (-5mm) | piece | 2,060 | ₱9.53 |
| FORM - CERTIFICATE OF SERVICE | pad | 91 | ₱28.57 |
| FORM - DAILY TIME RECORD | pad | 117 | ₱32.25 |
| FORM - REIMBURSEMENT EXPENSE RECEIPT | pad | 351 | ₱29.72 |
| FORM - SUPPLIES LEDGER CARD | piece | 3,380 | ₱3.15 |
| FURNITURE CLEANER, aerosol type, 300ml min per can | can | 67 | ₱120.12 |
| MAGAZINE FILE BOX, LARGE size, made of chipboard | piece | 2 | ₱41.60 |
| MARKER, FLUORESCENT, 3 assorted colors per set | set | 48 | ₱46.68 |
| MARKER, PERMANENT, bullet type, red | piece | 343 | ₱8.98 |
| MARKER, whiteboard, red, felt tip, bullet type | piece | 357 | ₱13.38 |
| NOTEBOOK, STENOGRAPHER, spiral, 40 leaves | piece | 942 | ₱12.04 |
| PAPER, MULTICOPY, 80gsm, size: Legal | ream | 356 | ₱181.42 |
| PAPER, PARCHMENT, size: 210 x 297mm, multi-purpose | ream | 15 | ₱98.05 |
| PROTECTIVE SAFETY GOGGLES | piece | 32 | ₱156.00 |
| RULER, plastic, 450mm (18"), width: 38mm min | piece | 243 | ₱17.68 |
| STAMP PAD INK, purple or violet, 50ml (min.) | bottle | 41 | ₱31.52 |
| STAPLE WIRE, STANDARD, (26/6) | box | 493 | ₱22.55 |
| STAPLER, BINDER TYPE, heavy duty, desktop | unit | 16 | ₱914.16 |

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| SURGICAL MASK, 3-ply | piece | 17,258 | ₱22.88 |
| TAPE DISPENSER, TABLE TOP, for 24mm width tape | piece | 110 | ₱64.20 |
| TAPE, PACKAGING, width: 48mm (±1mm) | piece | 375 | ₱19.97 |
| TONER CART, HP CF400A (HP201A) Black LaserJet | cart | 9 | ₱3,429.78 |
| TONER CART, HP CF401A (HP201A) Cyan LaserJet | cart | 7 | ₱4,043.83 |
| TONER CART, HP CF402A (HP201A) Yellow LaserJet | cart | 6 | ₱4,043.83 |
| TONER CART, HP CF403A (HP201A) Magenta LaserJet | cart | 9 | ₱4,043.83 |
| TONER CART, HP Q2612A, Black | cart | 3 | ₱3,900.00 |
| WRAPPING PAPER, kraft, 65gsm (-5%) | pack | 14 | ₱154.84 |

*This posting is valid on August 28, 2020 only

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