



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 August 10, 2020

ITEM/DESCRIPTION	UNIT	AVAILABLE BALANCE	UNIT COST
AIR FRESHENER, aerosol, 280ml/150g min	can	556	₱90.22
ALCOHOL, ethyl, 68%-72%, scented, 500ml (-5ml)	piece	731	₱2.80
BARCODE STICKER	pack	8,541	₱96.20
BATTERY, dry cell, D, 1.5 volts, alkaline	unit	32	₱346.85
CALCULATOR, compact, 12 digits	box	32	29.64
CHALK, molded, white, dustless, length: 78mm min	tube	14	₱14.82
CUTTER BLADE, for heavy duty cutter	piece	175	₱453.96
DATING AND STAMPING MACHINE, heavy duty	can	9	₱128.96
ELECTRIC FAN, INDUSTRIAL, ground type, metal blade	unit	4	₱1,109.68
ELECTRIC FAN, ORBIT type, ceiling, metal blade	unit	10	₱1,369.68
ENVELOPE, DOCUMENTARY, for A4 size document	piece	1,642	₱1.35
ENVELOPE, DOCUMENTARY, for legal size document	piece	37	₱1.86
ENVELOPE, EXPANDING, KRAFTBOARD, for legal size document	piece	669	₱7.39
ENVELOPE, EXPANDING, PLASTIC, 0.50mm thickness min	piece	1	₱30.49
ENVELOPE, mailing, white, with window	box	5	₱433.68
ERASER, FELT, for blackboard/whiteboard	piece	31	₱10.30
EXTERNAL HARD DRIVE, 1TB, 2.5" HDD, USB 3.0	piece	80	₱2,650.83
FASTENER, METAL, 70mm between prongs	box	66	₱83.41
FOLDER, PRESSBOARD, size: 240mm x 370mm (-5mm)	piece	2,060	₱9.53
FOLDER, TAGBOARD, for A4 size documents	piece	30	₱2.79
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	83	₱115.53
MAGAZINE FILE BOX, LARGE size, made of chipboard	piece	5	₱41.60
MARKER, FLUORESCENT, 3 assorted colors per set	set	81	₱46.68
MARKER, PERMANENT, bullet type, red	piece	357	₱8.98
MARKER, whiteboard, red, felt tip, bullet type	piece	367	₱13.38
NOTE PAD, stick on, 76mm x 76mm (3" x 3") min	unit	23	₱111.30
NOTEBOOK, STENOGRAPHER, spiral, 40 leaves	pad	1,013	₱47.73

PAPER CLIP, vinyl/plastic coat, length: 50mm min	piece	2	₱12.04
PAPER, MULTICOPY, 80gsm, size: Legal	box	409	₱17.14
PAPER, PARCHMENT, size: 210 x 297mm, multi-purpose	ream	46	₱181.42
PROTECTIVE SAFETY GOGGLES	pad	139	₱29.12
RULER, plastic, 450mm (18"), width: 38mm min	ream	251	₱98.05
STAMP PAD INK, purple or violet, 50ml (min.)	piece	52	₱156.00
STAPLE WIRE, STANDARD, (26/6)	piece	577	₱17.68
STAPLER, BINDER TYPE, heavy duty, desktop	bottle	17	₱31.52
SURGICAL MASK, 3-ply	piece	26,758	₱34.95
TAPE DISPENSER, TABLE TOP, for 24mm width tape	box	111	₱22.55
TAPE, PACKAGING, width: 48mm (±1mm)	unit	417	₱914.16
TONER CART, HP CE410A, (HP305), Black	piece	9	₱22.88
TONER CART, HP CE411A, (HP305), Cyan	piece	9	₱64.20
TONER CART, HP CE412A, (HP305), Yellow	piece	11	₱19.97
TONER CART, HP CE413A, (HP305), Magenta	piece	6	₱3,068.00
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 10, 2020 ONLY.

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