

PR Number: GF-2025-07-00842
PPMP Number: PPMP-2025-053025-1216
Office: ORDENS
Purpose: Office Use

No.	Item Name	Quantity	Quarter	MOP	Status
1	A4 Paper One bond paper	10	4	NP-53.9 - Small Value Procurement	On Process
2	Air Freshener, Spray, at least 280mL, Lemon/Orange Scent	4	4	NP-53.9 - Small Value Procurement	On Process
3	Alcohol, Ethyl, 70% solution, 500mL	5	4	NP-53.9 - Small Value Procurement	On Process
4	Correction Tape, 8m x 5mm wide	4	4	NP-53.9 - Small Value Procurement	On Process
5	Data filer box, double, 11 x 40 x 24cm	4	4	NP-53.9 - Small Value Procurement	On Process
6	Envelope, Expanding, with garter tie, brown, long	20	4	NP-53.9 - Small Value Procurement	On Process
7	Folder, File, Long, 14pts, White	20	4	NP-53.9 - Small Value Procurement	On Process
8	Folder, File, Short, 14pts, White	20	4	NP-53.9 - Small Value Procurement	On Process
9	Pen, Permanent Marker, black, broad tip	5	4	NP-53.9 - Small Value Procurement	On Process
10	Pen, Permanent Marker, black, fine tip	2	4	NP-53.9 - Small Value Procurement	On Process
11	Pen, Permanent Marker, blue, fine tip	4	4	NP-53.9 - Small Value Procurement	On Process
12	Pen, Ball, black	10	4	NP-53.9 - Small Value Procurement	On Process
13	Pen, Ball, blue	10	4	NP-53.9 - Small Value Procurement	On Process
14	Pen, Highlighter, yellow	5	4	NP-53.9 - Small Value Procurement	On Process
15	Pen, Sign, .5mm, Gel-type, Blue	20	4	NP-53.9 - Small Value Procurement	On Process
16	Puncher, 2 holes, heavy duty	2	4	NP-53.9 - Small Value Procurement	On Process
17	Scissors, 6" heavy duty, good quality	1	4	NP-53.9 - Small Value Procurement	On Process
18	Scissors, 8" heavy duty, good quality	1	4	NP-53.9 - Small Value Procurement	On Process
19	Staple wire remover	2	4	NP-53.9 - Small Value Procurement	On Process
20	Staple wire, 1210FA-H, 30-70 sheets, 1000 staples per box	2	4	NP-53.9 - Small Value Procurement	On Process
21	Staple wire, 1213FA-H, 50-120 sheets, 1000 staples per box	2	4	NP-53.9 - Small Value Procurement	On Process
22	Stapler, HD No.35	2	4	NP-53.9 - Small Value Procurement	On Process
23	Tape Dispenser, 1" tape, big core, any color	1	4	NP-53.9 - Small Value Procurement	On Process
24	Tape, Double Sided, 1" x 10m	2	4	NP-53.9 - Small Value Procurement	On Process
25	Tape, Double Sided, 2" x 10m	2	4	NP-53.9 - Small Value Procurement	On Process
26	Tape, Masking, 1" x 25 yards	2	4	NP-53.9 - Small Value Procurement	On Process
27	Tape, Masking, 2" x 25 yards	2	4	NP-53.9 - Small Value Procurement	On Process
28	Tape, Packaging, 2" x 100 yards, Clear	2	4	NP-53.9 - Small Value Procurement	On Process
29	Tissue, Bathroom, 2 Ply, 12rolls/pack	3	4	NP-53.9 - Small Value Procurement	On Process
30	bond paper, long	9	4	NP-53.9 - Small Value Procurement	On Process