



UNIVERSITY OF THE PHILIPPINES MANILA

Taft Avenue, Manila, Metro Manila, NCR
VAT Reg. TIN: 000-864-006-000



NIH-IHG10008446

Purchase Request

Entity name: UP Manila

Fund Cluster: 07

PPMP No.:

Office/Section: UPM Institute of Human Genetics		PR No.: 12235 Responsibility Center Code: MA04091001 - D0000096	Date: October 12, 2020		
Stock/Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	btl	Alcohol, 70% 500 ML	500	110.00	55,000.00
	ream	PAPER, MULTICOPY, A4, 80 gsm	400	220.00	88,000.00
Grand Total					143,000.00
Purpose: For IHG Administration					

FUND AVAIL. AMOUNT 143,000.00
 CHARGE AGAINST: 2040101000-184-142
 ACCOUNTING OFFICER
 U.P. MANILA

Certified that all items listed on the Purchase Request No. **12235** are included on 2020 Annual Procurement Plan submitted by UP Manila NIH-IHG.
 Mode of Procurement: **Shopping**

[Signature]
 Princess B. De la Cruz
 Administrative Officer V

Items not available at PS DBM (with CNAS)

NOTED AS TO MODE OF PROCUREMENT

[Signature]
 MILADILLA A. SANTIAGO, MPA
 Director, UPM - Procurement Office

[Signature]
10/24/2020

Requested by:	Approved by:
Signature: <i>[Signature]</i>	Signature: <i>[Signature]</i>
Printed Name: Alcausin, Dr. Maria Melanie Liberty	Hernandez, Dr. Melfred Luna
Designation: OIC- IHG Director	Assistant to the Vice Chancellor

NOV 04 2020

Report generated with UP eBusiness Suite Release 12 on October 13, 2020 9:49:12

NOV 12 2020
OCT 28 2020

UPM - Procurement Office
 RECEIVED
 OCT 19 2020
 SPENCER B. BUSE
 Office Admin



Certificate of Non-Availability of Stocks (CNAS)

As of Monday, October 12, 2020

Total No. of Items: 190

Product Code	Product Description	UOM	Price
13111203-AC-F01	ACETATE		847.82
12191601-AL-E01	ALCOHOL, ethyl	Bottle	43.58
12191601-AL-E02	ALCOHOL, ethyl, 68%-72%, scented, 3.785 liters	Gallon	457.60
26111702-BT-A01	BATTERY, dry Cell, size AAA	Pack	19.73
47131604-BR-S01	BROOM, soft, tambo	Piece	136.24
47131604-BR-T01	BROOM, stick, ting-ting	Piece	18.20
44101807-CA-C01	CALCULATOR, compact	Unit	346.85
13111201-CF-P02	CARBON FILM, legal	Box	208.52
47131829-TB-C01	CLEANER, toilet and urinal	Bottle	41.60
47131805-CL-P01	CLEANSER, scouring powder	Can	23.92
44122105-BF-C01	CLIP, backfold, 19mm	Box	8.76
44122105-BF-C02	CLIP, backfold, 25mm	Box	15.22
14111506-CF-L12	COMPUTER CONTINUOUS FORM, 1 ply, 280 X 378mm	Box	1,029.60
14111506-CF-L21	COMPUTER CONTINUOUS FORM, 2 ply, 280 X 241mm	Box	906.36
14111506-CF-L31	COMPUTER CONTINUOUS FORM, 3 ply, 280 X 241mm	Box	884.00
44121612-CU-H01	CUTTER/UTILITY KNIFE, for general purpose	Piece	33.43
44111515-DF-B01	DATA FILE BOX	Piece	77.20
44122011-DF-F01	DATA FOLDER	Piece	68.64
44103202-DS-M01	DATING AND STAMPING MACHINE	Piece	453.96
43211507-DSK002	DESKTOP FOR MID-RANGE USERS	Unit	42,390.40
47131811-DE-B02	DETERGENT BAR, 140g		8.30
47131811-DE-P02	DETERGENT POWDER, 1kg		37.43
52161535-DV-R01	DIGITAL VOICE RECORDER	Unit	6,415.64
47131803-DS-A01	DISINFECTANT SPRAY, aerosol type	Can	128.96
44103109-BR-D06	Drum Cart, Brother DR-451CL, high yield 30000 pages	Cart	6,760.00
47131601-DU-P01	DUST PAN, non-rigid plastic	Piece	24.83
40101604-EF-G01	ELECTRIC FAN, industrial, ground type	Unit	1,109.68
40101604-EF-S01	ELECTRIC FAN, stand type	Unit	856.86
44121506-EN-D01	ENVELOPE, documentary, A4	Box	673.09
44121506-EN-D02	ENVELOPE, DOCUMENTARY, for legal size document		927.16
44121506-EN-X01	ENVELOPE, expanding, kraft, legal	Box	738.40
44121506-EN-M02	ENVELOPE, mailing	Box	378.20
44121504-EN-W02	ENVELOPE, mailing, with window	Box	433.68
44111912-ER-B01	ERASER, FELT, for blackboard/whiteboard		10.30

44103105-HP-B50	Ink Cartridge, HP L0S60AA (HP955) Black	Cart	4,956.60
44103105-HX-C48	Ink Cartridge, HP L0S63AA (HP955XL) Cyan	Cart	1,212.64
44103105-HX-M48	Ink Cartridge, HP L0S66AA (HP955XL) Magenta	Cse	1,212.64
44103105-HX-Y48	Ink Cartridge, HP L0S69AA (HP955XL) Yellow	Cart	1,212.64
44103105-HX-B48	Ink Cartridge, HP L0S72AA (HP955XL) Black	Cart	1,644.24
44103105-HP-C51	Ink Cartridge, HP T6L89AA (HP905) Cyan	Cart	453.62
44103105-HP-M51	Ink Cartridge, HP T6L93AA (HP905) Magenta	Cart	453.62
44103105-HP-Y51	Ink Cartridge, HP T6L97AA (HP905) Yellow	Cart	453.62
44103105-HP-B51	Ink Cartridge, HP T6M01AA (HP905) Black	Cart	741.28
12171703-SI-P01	INK, for stamp pad	Bottle	31.52
46182008-KN-M01	KN95 FACE MASK	Piece	104.00
43211503-LAP001	LAPTOP FOR MID-RANGE USERS		41,392.00
39101628-LT-L01	LINEAR TUBE, Light Emitting Diode (LED), 18 watts	Piece	205.82
73101612-HS-L01	LIQUID HAND SOAP, 500mL	Bottle	102.96
14111609-LL-C01	LOOSELEAF COVER, legal	Bundle	794.96
44111515-MF-B02	MAGAZINE FILE BOX, large	Piece	41.60
44121708-MP-B01	MARKER, permanent, black, bullet type	Piece	8.98
44121708-MP-B02	MARKER, permanent, blue, bullet type	Piece	8.98
44121708-MP-B03	MARKER, permanent, red, bullet type	Piece	8.98
44121708-MW-B01	MARKER, whiteboard, black	Piece	13.38
44121708-MW-B02	MARKER, whiteboard, blue	Piece	13.38
44121708-MW-B03	MARKER, whiteboard, red	Piece	13.38
56101519-TM-S02	MONOBLOC TABLE, beige	Unit	1,315.60
47131619-MP-R01	MOPHEAD, made of rayon	Piece	123.76
43211708-MO-O01	MOUSE, OPTICAL, USB connection type	Unit	111.30
14111514-NP-S02	NOTE PAD, stick on, 50mm x 76mm (2" x 3") min		37.06
14111514-NP-S04	NOTE PAD, stick on, 76mm x 100mm (3" x 4") min		59.28
14111514-NP-S03	NOTE PAD, stick on, 76mm x 76mm (3" x 3") min		47.73
14111531-PP-R01	PAD PAPER, ruled, size: 216mm x 330mm (± 2mm)		30.68
44122104-PC-G01	PAPER CLIP, vinyl/plastic coated, 33mm	Box	7.76
44122104-PC-J02	PAPER CLIP, vinyl/plastic coated, 50mm	Box	17.14
44101603-PS-M01	PAPER SHREDDER	Unit	5,699.20
14111507-PP-C01	PAPER, Multi-Purpose, A4, 70 gsm	REAM	133.12
14111507-PP-C02	PAPER, multi-purpose, legal, 70gsm	Ream	138.97
14111507-PP-M01	PAPER, MULTICOPY, A4, 80 gsm	REAM	170.56
14111507-PP-M02	PAPER, MULTICOPY, Legal, 80gsm	REAM	181.42
44121619-PS-M01	PENCIL SHARPENER, manual, single cutter head	piece	202.67
44121706-PE-L01	PENCIL, lead, with eraser	Box	20.79
55121905-PH-F01	PHILIPPINE NATIONAL FLAG	Piece	284.84
42131601-PA-A01	POLYETHYLENE APRON, 50g	Piece	15.08
44101602-PU-P01	PUNCHER, paper, heavy duty	Piece	131.96
47131501-RG-C01	RAGS, all cotton	Bundle	53.82
14111531-RE-B01	RECORD BOOK, 300 PAGES, size: 214mm x 278mm min		70.72
14111531-RE-B02	RECORD BOOK, 500 PAGES, size: 214mm x 278mm min		101.92