



Consejo Económico y Social Inventario de Materiales y Bienes de consumo

SEPTIEMBRE 2024

DESCRIPCIÓN	UNIDADES INICIALES	COSTO INVENTARIO AL 31 DE AGOSTO	COMPRAS DE SEPTIEMBRE		INVENTARIO PARA CONSUMO	CONSUMO DE SEPTIEMBRE	INVENTARIO AL 30 DE SEPTIEMBRE		
			UNIDADES	COSTO			UNIDADES EXISTENTES	COSTO UNITARIO	COSTO TOTAL
SUMINISTROS Y ÚTILES DE COCINA									
CAFÉ MOLIDO 1BL	28	9,581.60	0	0.00	9,581.60	3,079.80	19	342.20	6,501.80
VASOS DESECHABLES 7ONZ	31	2,377.70	0	0.00	2,377.70	536.90	24	76.70	1,840.80
JABON DE FREGAR EN BOLA	12	368.16	0	0.00	368.16	337.48	1	30.68	30.68
JABÓN LIQUIDO PARA MANOS 500ML	4	590.00	0	0.00	590.00	295.00	2	147.50	295.00
PAPEL TOALLA JUMBO	5	855.50	0	0.00	855.50	855.50	0	0.00	0.00
ESPONJAS DE FREGAR	10	236.00	0	0.00	236.00	0.00	10	23.60	236.00
TE EN SABORES VARIADOS	15	4,071.00	0	0.00	4,071.00	1,357.00	10	271.40	2,714.00
SERVILLETAS DE PAPEL	8	1,416.00	0	0.00	1,416.00	885.00	3	177.00	531.00
PAPEL HIGIENICO 12/1	22	1,622.50	0	0.00	1,622.50	1,622.50	0	0.00	0.00
SPRAY PARA EL BAÑO OLOR VAINILLA	8	991.20	0	0.00	991.20	123.90	7	123.90	867.30
FILTROS DE PAPEL PARA CAFETERA	1	230.10	0	0.00	230.10	0.00	1	230.10	230.10
AZUCAR CREMA 5LIB	4	1,067.20	0	0.00	1,067.20	533.60	2	266.80	533.60
FALDOS DE BOTELLAS DE AGUA	1	197.50	0	0.00	197.50	197.50	0	0.00	0.00
CREMORA 2LIB	2	1,062.00	0	0.00	1,062.00	0.00	2	531.00	1,062.00
DESINFECTANTE EN AEROSOL	9	6,265.80	0	0.00	6,265.80	0.00	9	696.20	6,265.80
CAJA 50/1 MASCARILLAS BLANCAS	1	675.00	0	0.00	675.00	0.00	1	675.00	675.00
CAJA 50/1 MASCARILLAS NEGRAS	1	171.10	0	0.00	171.10	0.00	1	171.10	171.10
ENJUAGUE BUCAL	6	2,548.80	0	0.00	2,548.80	424.80	5	424.80	2,124.00
CAJA AZUCAR SPLENDA	0	0.00	0	0.00	0.00	0.00	0	0.00	0.00
ALCOHOL ISOPROPÍLICO 70%	1	1,121.00	0	0.00	1,121.00	1,121.00	0	0.00	0.00
FUNDAS NEGRAS 5G	1	177.00	0	0.00	177.00	177.00	0	0.00	0.00
FUNDAS NEGRAS 55G	1	613.60	0	0.00	613.60	613.60	0	0.00	0.00
GEL ANTIBACTERIAL	1	1,121.00	0	0.00	1,121.00	1,121.00	0	0.00	0.00
VASOS PLÁSTICO NO. 1.5 PARA CAFÉ	1	177.00	0	0.00	177.00	0.00	1	177.00	177.00
SUBTOTAL=		37,536.76		0.00	37,536.76	13,281.58			24,255.18
MATERIAL GASTABLE DE OFICINA									
RESMA DE PAPEL BOND 20 8 1/2X11	6	1,734.60	0	0.00	1,734.60	1,156.40	2	289.10	578.20
PAPEL BOND 20 8 1/2X14	2	1,087.96	0	0.00	1,087.96	543.98	1	543.98	543.98
LIBRETA 5 X 8 BLANCA**	36	864.00	0	0.00	864.00	0.00	36	24.00	864.00
LIBRETA 5 X 8 AMARILLO**	14	336.00	0	0.00	336.00	0.00	14	24.00	336.00
CAJA DE FOLDER 8 1/2X11 VERDE	1	1,135.36	0	0.00	1,135.36	0.00	1	1,135.36	1,135.36
CAJA DE FOLDER 8 1/2X11 AZUL	1	11.21	0	0.00	11.21	0.00	1	11.21	11.21
FOLDERS 8 1/2 X 11 MANILA 1/100	1	283.20	0	0.00	283.20	0.00	1	283.20	283.20
FOLDERS 8 1/2 X 11 ROJO 1/125	1	825.00	0	0.00	825.00	0.00	1	825.00	825.00
FOLDERS 8 1/2 X 11 AMARILLO	0	0.00	0	0.00	0.00	0.00	0	0.00	0.00
CARPETA 3"	0	0.00	0	0.00	0.00	0.00	0	0.00	0.00
HIGHLAND**	11	788.48	0	0.00	788.48	0.00	11	71.68	788.48
CAJITAS CLIP BILLETERO DE 51MM	1	132.54	0	0.00	132.54	0.00	1	132.54	132.54
CLIPS BILLETEROS DE 1 1/4 (32MM)	1	70.80	0	0.00	70.80	0.00	1	70.80	70.80
CLIPS BILLETEROS DE 1" (25MM)	2	80.00	0	0.00	80.00	0.00	2	40.00	80.00
41MM	1	99.00	0	0.00	99.00	0.00	1	99.00	99.00
CAJITAS DE CLIPS NO.1 PEQ.	9	160.74	0	0.00	160.74	0.00	9	17.86	160.74
CAJITAS DE CLIP NO.2 JUMBO	10	401.80	0	0.00	401.80	0.00	10	40.18	401.80
FELPAS AZULES	12	540.00	0	0.00	540.00	0.00	12	45.00	540.00
FELPAS NEGRAS	11	495.00	0	0.00	495.00	0.00	11	45.00	495.00
FELPAS ROJAS	13	585.00	0	0.00	585.00	450.00	3	45.00	135.00
BOLIGRAFOS BIC ROUND STIC 1/12 NEGROO	3	330.00	0	0.00	330.00	0.00	3	110.00	330.00
LAPICES #2	17	1,700.00	0	0.00	1,700.00	0.00	17	100.00	1,700.00
CORRECTOR LIQUIDO	8	311.52	0	0.00	311.52	0.00	8	38.94	311.52
BORRANTE MAPED TECHNIC 600	2	37.76	0	0.00	37.76	0.00	2	18.88	37.76
PILA DURACEL AAA 4/1	2	483.80	0	0.00	483.80	0.00	2	241.90	483.80
PILA DURACEL AA 4/1	1	241.90	0	0.00	241.90	0.00	1	241.90	241.90
POST IT - 3X3 COLORES NEON	2	106.20	0	0.00	106.20	0.00	2	53.10	106.20
POST IT BANDERITAS	0	0.00	0	0.00	0.00	0.00	0	0.00	0.00
LABELS 1 1/3X4 MACO/PRES-A-PLY 1400UD	1	851.08	0	0.00	851.08	0.00	1	851.08	851.08
LABELS 1X2 5/8 MACO(3000)	1	685.00	0	0.00	685.00	0.00	1	685.00	685.00
FOLDERS 8 1/2 X 11 NARANJA 1/125	1	1,246.08	0	0.00	1,246.08	0.00	1	1,246.08	1,246.08
SOBRE DE MANILA 9X12	14	40.60	0	0.00	40.60	0.00	14	2.90	40.60
SOBRE DE MANILA 9X13	49	183.75	0	0.00	183.75	0.00	49	3.75	183.75
BOLIGRAFOS 1/12 AZUL	11	1,095.60	0	0.00	1,095.60	0.00	11	99.60	1,095.60
BOLIGRAFOS 1/12 ROJO	3	23.73	0	0.00	23.73	0.00	3	7.91	23.73
PEGAMENTO STICK UHU 21GR	0	0.00	0	0.00	0.00	0.00	0	0.00	0.00
PEGAMENTO STICK UHU 40GR	7	609.97	0	0.00	609.97	0.00	7	87.14	609.97



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			UNIDADES	COSTO			UNIDADES EXISTENTES	COSTO UNITARIO	COSTO TOTAL
PORTA CLIPS MAGNÉTICO	3	152.22	0	0.00	152.22	0.00	3	50.74	152.22
PORTA LAPIZ REDONDO Y CUADRADO METAL NEGRO	1	100.30	0	0.00	100.30	0.00	1	100.30	100.30
SACAPUNTA CON DEPOSITO	2	82.60	0	0.00	82.60	0.00	2	41.30	82.60
SACAGRAPAS	4	120.00	0	0.00	120.00	0.00	4	30.00	120.00
GRAPADORAS	0	0.00	0	0.00	0.00	0.00	1	0.00	0.00
REGLAS PLÁSTICAS	1	11.00	0	0.00	11.00	0.00	1	11.00	11.00
TIJERAS	3	177.00	0	0.00	177.00	0.00	3	59.00	177.00
MASKINTAPE 2" PEGAFAN	2	188.80	0	0.00	188.80	0.00	2	94.40	188.80
GRAPAS 26/6 ESTÁNDAR**	1	50.00	0	0.00	50.00	0.00	1	50.00	50.00
BANDAS DE GOMA #18 TOP**	2	63.92	0	0.00	63.92	0.00	2	31.96	63.92
MARCADOR NEGRO	0	0.00	0	0.00	0.00	0.00	0	0.00	0.00
SOBRES BLANCOS #10	86	304.44	0	0.00	304.44	0.00	86	3.54	304.44
PROTECTOR HOJAS 8 1/2 X 11	0	0.00	0	0.00	0.00	0.00	0	0.00	0.00
PENDAFLEX 8 1/2 X 11 - 1/25	1	735.14	0	0.00	735.14	0.00	1	735.14	735.14
CAJAS DE ARCHIVO	0	0.00	0	0.00	0.00	0.00	1	0.00	0.00
DISPENSADOR DE P/CINTAS 3/4	1	177.00	0	0.00	177.00	0.00	1	177.00	177.00
SEPARADORES DE CARPETA 1/15	9	1,593.00	0	0.00	1,593.00	0.00	9	177.00	1,593.00
SEPARADORES DE CARPETA 5/1 AM	13	644.28	0	0.00	644.28	0.00	13	49.56	644.28
SEPARADORES DE CARPETA C/MES	10	2,253.80	0	0.00	2,253.80	0.00	10	225.38	2,253.80
SEPARADORES DE CARPETA ALFAB	13	2,991.30	0	0.00	2,991.30	0.00	13	230.10	2,991.30
CORTADORA DE PAPEL GUILLOTIN	0	0.00	0	0.00	0.00	0.00	0	0.00	0.00
PERFORADORA 3 HOYOS 32-40	0	0.00	0	0.00	0.00	0.00	0	0.00	0.00
BANDEJA DE METAL NEGRA 3/1	0	0.00	0	0.00	0.00	0.00	0	0.00	0.00
CARPETA 1/2"	0	0.00	0	0.00	0.00	0.00	0	0.00	0.00
CARPETA 1"	0	0.00	0	0.00	0.00	0.00	0	0.00	0.00
CARPETA 2"	0	0.00	0	0.00	0.00	0.00	0	0.00	0.00
CARPETA 5"	1	312.99	0	0.00	312.99	0.00	1	312.99	312.99
BANDAS GRUESAS #32	0	0.00	0	0.00	0.00	0.00	0	0.00	0.00
PEGAMENTO LIQUIDO 60ML	0	0.00	0	0.00	0.00	0.00	0	0.00	0.00
REVISTERO PLÁSTICO NEGRO	0	0.00	0	0.00	0.00	0.00	0	0.00	0.00
CHINCHETAS PLÁSTICAS 100/1	2	101.48	0	0.00	101.48	0.00	2	50.74	101.48
POST-IT BANDERITA ROJO	2	311.52	0	0.00	311.52	0.00	2	155.76	311.52
POST-IT BANDERITA AZUL	2	311.52	0	0.00	311.52	0.00	2	155.76	311.52
POST-IT BANDERITA VERDE	8	1,246.08	0	0.00	1,246.08	155.76	7	155.76	1,090.32
CLIPS #2 COLORES GDE	2	129.80	0	0.00	129.80	0.00	2	64.90	129.80
TONER 105A	5	16,299.39	0	0.00	16,299.39	3,259.88	4	3,259.88	13,039.51
TONER 278A	1	6,461.68	0	0.00	6,461.68	0.00	1	6,461.68	6,461.68
TONER 500A NEGRO	0	0.00	0	0.00	0.00	0.00	0	0.00	0.00
TONER 501A AZUL	0	0.00	0	0.00	0.00	0.00	0	0.00	0.00
TONER 502A AMARILLO	0	0.00	0	0.00	0.00	0.00	0	0.00	0.00
TONER 503 ROSADO	0	0.00	0	0.00	0.00	0.00	0	0.00	0.00
TONER 414A NEGRO	0	0.00	0	0.00	0.00	0.00	0	0.00	0.00
TONER 414A AZUL	0	0.00	0	0.00	0.00	0.00	0	0.00	0.00
TONER 414A AMARILLO	0	0.00	0	0.00	0.00	0.00	0	0.00	0.00
TONER 414A ROSADO	0	0.00	0	0.00	0.00	0.00	0	0.00	0.00
TONER 85A	0	0.00	0	0.00	0.00	0.00	0	0.00	0.00
TONER 322A AMARILLO	0	0.00	0	0.00	0.00	0.00	0	0.00	0.00
TONER 323A ROSADO	0	0.00	0	0.00	0.00	0.00	0	0.00	0.00
TONER 321A AZUL	0	0.00	0	0.00	0.00	0.00	0	0.00	0.00
TONER 320A NEGRO	0	0.00	0	0.00	0.00	0.00	0	0.00	0.00
SUBTOTAL=		52,396.94		0.00	52,396.94	5,566.02			46,830.92
INFORME RESUMEN									
TOTAL=		89,933.70		0.00	89,933.70	18,847.60			71,086.10

REALIZADO POR:

REVISADO POR:

APROBADO POR:

