

# University of the Philippines System

## Supply and Property Management Office

### Requisition and Issuance Slip

Unit/Office: \_\_\_\_\_

**RIS No.:**  
December 18, 2025

Description	Qty	Unit Cost	Amount
CLIP, BACKFOLD, 1 1/4" (32MM), ALL METAL,CLAMPING, BLACK,12'S	1	P 19.00	P 19.00
CLIP, BACKFOLD, 1 1/4" (32MM), ALL METAL,CLAMPING, BLACK,12'S	1	P 29.00	P 29.00
CLIP, BACKFOLD, 1", (25MM), ALL METAL CLAMPING, BLACK, 12'S	1	P 19.91	P 19.91
ACETATE, THICKNESS: 0.075MM MIN, (GAUGE #3), 48"X 50 METERS	1	P 1,262.50	P 1,262.50
BATTERY AA, ALKALINE, 1.5 V, 4'S	1	P 67.00	P 67.00
BATTERY AAA, ALKALINE, 1.5 V, 4'S	1	P 67.00	P 67.00
CALCULATOR, COMPACT,12 DIGITS	1	P 217.24	P 217.24
DAILY TIME RECORD, DTR BLANK, 100 SHEETS/PAD	1	P 35.00	P 35.00
TOTAL			P 1,716.65

Requested By:

Approved By:

Issued By:

**Aaron Christian Basa**

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Head of Office / Unit

Supply Officer

**CERTIFICATION AND DATA PRIVACY NOTICE:**

I hereby certify that the items listed above are necessary for the official use and operations of the University of the Philippines. I understand that the personal information included in this form is processed in compliance with the Data Privacy Act of 2012 (R.A. 10173). The information collected will be used solely for the purpose of inventory management, supply issuance, and auditing requirements of the University.