



Republic of the Philippines  
Department of Agriculture  
**AGRICULTURAL TRAINING INSTITUTE**

ATI Building, Elliptical Road, Diliman, Quezon City, Metro Manila 1100  
Tel. Nos. (63-2) 8929-8541 to 49 & 8928-7397 Fax No. (63-2) 8920-9792  
Email: ati\_director@atr.da.gov.ph & ati\_director@yahoo.com  
URL: http://www.atri.da.gov.ph, www.e-extension.gov.ph

Ref. No. 2024- 02 - 32

Date February 16, 2024

**NOTICE OF AWARD**

**MS. RITA D. ENDRINA**

Representative

**QUICKHAND PRINTING SERVICES**

El Salvador City, Misamis Oriental

Dear **Ms. Endrina**:

Please be informed that the CONTRACT for the Provision of Printing services to be used for various Trainings and other Promotional Activities under CFIDP for CY 2024, under Purchase Order No. \_\_\_\_\_ is hereby awarded to **QUICKHAND PRINTING SERVICES** at the Contract Price equivalent to EIGHTEEN THOUSAND PESOS (Php 18,000.00).

You are therefore required within seven (7) calendar days from the receipt of the approved Notice of Award to formally enter into contract with us by signing the CONFORME below. Failure to enter into the said Contract or confirm the said Purchase Order shall constitute a sufficient ground for cancellation of this award.

Kindly coordinate with the BAC Secretariat for details. Thank you.

Very truly yours,

  
**REMELYN H. RECOTER, MNSA, CESO III**  
Director IV

CONFORME.

  
**Sankoding U. Mangotara**

Name and signature of the Bidder's Representative

Date Received

Ref. No. 2024- \_\_\_\_\_

## PURCHASE ORDER

## AGRICULTURAL TRAINING INSTITUTE-REGIONAL TRAINING CENTER X

Entity Name

Supplier:	<b>QUICKHAND PRINTING SERVICES</b>	P.O. No.:	<u>2024-02-25</u>
Address:	<u>Poblacion, El Salvador City</u>	Date:	<u>2/19/24</u>
TIN:		Mode of Procurement:	<u>SVP</u>
Gentlemen:			

Please furnish this Office the following articles subject to the terms and conditions contained herein:

Place of Delivery:	<b>ATI-RTC X, El Salvador City, Misamis Oriental</b>	Delivery Term:	<u>Destination</u>
Date of Delivery:		Payment Term:	<u>30 Days</u>

Item No.	Unit of Issue	Description	Qty	Unit Cost	Amount
1	pcs	Tarpaulin 4X6 ft	23	432.00	P9,936.00
2	pcs	Tarpaulin 4X8 ft	9	576.00	P5,184.00
3	pcs	Tarpaulin 8x10 ft	2	1,440.00	P2,880.00
		XXXXXXXXXXXXXXXXXXXX			
		<b>Condition:</b>			
		To be delivered at ATI-RTC X, El Salvador City			
		Purpose: to be used for various Trainings and other Promotional Activities under CFIDP for CY 2024			

(Amount in Words)

EIGHTEEN THOUSAND PESOS

P18,000.00

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed.

Very truly yours,

Conforme:

  
**QUICKHAND PRINTING SERVICES**

(Signature Over Printed Name)

(Date)

  
**REMELYN R. RECOTER, MNSA, CESO III**  
 Director IV

Fund Cluster:

Funds Available:

  
**AUGEM GAIL I. GUZMAN, CPA**

Accountant I

ORS/BURS No.:

Date of ORS/BURS:

Amount:

P18,000.00



BAGONG PILIPINAS



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Ref. No. 2024-02-32

Date February 20, 2024

### NOTICE TO PROCEED

**MS. RITA D. ENDRINA**

Representative

**QUICKHAND PRINTING SERVICES**

El Salvador City, Misamis Oriental

Dear **Ms. Endrina**:

As the attached Contract with you have been approved, we hereby allow you to proceed to work on the Contract at a price of **EIGHTEEN THOUSAND PESOS (Php 18,000.00)**.

You shall be responsible in performing the services under the terms and conditions of the Contract Agreement and in accordance with its provisions.

Please acknowledge receipt and acceptance of this notice by signing both copies thereof in the space provide below. Keep one (1) copy and return the original copy to us through ATI-RTC X Bids and Awards Committee.

Very truly yours,

  
**REMELYN B. RECOTER, MNSA, CESO III**  
Director IV

I Acknowledge receipt of this Notice on: Samsoning U. Mangotara  
Name of Representative of Bidder: \_\_\_\_\_  
Authorized Signature: \_\_\_\_\_