



Republic of the Philippines
Department of Agriculture
AGRICULTURAL TRAINING INSTITUTE

ATI Building, Elliptical Road, Diliman, Quezon City, Metro Manila 1100
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Email: ati_director@ati.da.gov.ph & ati_director@yahoo.com
URL: http://www.ati.da.gov.ph; www.e-extension.gov.ph

PURCHASE ORDER

SUPPLIER: **PUNO FOOD SERVICES**
ADDRESS: 235 Sulukan San Gabriel, Santa Maria, Bulacan

P.O. No.: 2022-10-209
DATE: Oct. 27, 2022

TIN: _____ MODE OF PROCUREMENT: _____ NP: SMALL VALUE PROCUREMENT *8*

Gentlemen:

Please furnish this Office the following article(s) subject to the terms and conditions contained herein.

Place of Delivery:		ATI, Diliman, Quezon City		Delivery Terms:		2 WORKING DAYS	
Date of Delivery:				Payment Term:		LDDAP	
STOCK NO.	UNIT	DESCRIPTION	QTY	UNIT COST	TOTAL COST		
		November 23, 2022					
	pax	AM Snack (rice based)	60	₱ 100.00	₱	6,000.00	
	pax	Lunch (brown rice, 3 viands)	60	320.00		19,200.00	
	pax	PM Snack (rice based)	60	100.00		6,000.00	
		with overflowing rice coffee					
		November 24, 2022					
	pax	Lunch (packed)	200	320.00		64,000.00	
		(brown rice and 3 viands with customized packaging)					
		with overflowing rice coffee					
		*Prospective supplier must have a satisfactory rating feedback from previous contract with ATI or must not have been complained of any unsatisfactory service/s.					
		All food and beverage items shall be purchased by the requesting party. The catering needs of the requesting party, if any shall be outsourced outside. The consumption of water and light in the use of the catering function shall be borne by the caterer, (a) 1 to 30 pax - P100/day (b) 30 to 50 pax - P200/day (c) 50 pax or more - P300/day. The caterer shall pay on the first day of the event & shall be issued official receipt. It is the duty of the requesting party to inform the caterer of the separate payment of utilities to be incurred					
		Purpose: To be served during the celebration of 2022 National Rice Awareness Month					

BAG Secretariat Office
NOV 09 2022
DO 2:40

TOTAL AMOUNT IN WORDS:
NINETY-FIVE THOUSAND TWO HUNDRED PESOS ONLY ₱ **95,200.00**

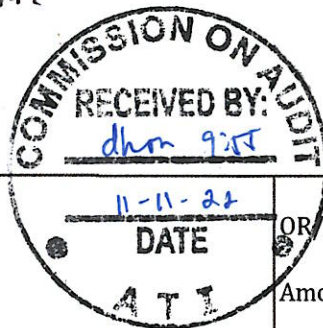
In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent (1%) for everyday of delay shall be imposed.

CONFORME:

MARY JOY P. EVANGELISTA
Signature Over Printed Name of Supplier
11/10/22
Date

Very truly yours,

REMELYN R. RECOTER, MNSA, CESO III
OIC-DIRECTOR IV



FUNDS AVAILABLE:

JOAN E. SINGSON
CHIEF ACCOUNTANT *ON*

OR/BUR No.: 2022-11-1270
11-04-22

Amount: ₱ 95,200