



Republic of the Philippines
 Department of Agriculture
AGRICULTURAL TRAINING INSTITUTE

ATI Building, Elliptical Road, Diliman, Quezon City, Metro Manila 1100
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PURCHASE ORDER

SUPPLIER: **ANDREA A. TAN**
 ADDRESS: 282 Aguada Street San Miguel Manila
 TIN: 215-264-204-000

P.O. No.: 2022-12-267
 DATE: 13-Dec-22
 MODE OF PROCUREMENT: NP- Small Value Procurement

Gentlemen:

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

Place of Delivery: ATI, Diliman, Quezon City
 Date of Delivery: _____
 Delivery Terms: 15 WORKING DAYS
 Payment Term: LDDAP

STOCK NO.	UNIT	DESCRIPTION	QTY	UNIT COST	TOTAL COST
	contracts	Notarial service of contract of scholars Educational assistance for the Youth in Agriculture (EAsY Agri) Educational Grants for Extension Workers Thesis and Dissertation Assistance Include: Pick up and delivery of notarized contracts from ATI Central Office Note: Notarized contracts must be delivered to ATI Central Office one (1) day upon notarization Purpose: Notarization of Scholarship Service Contracts	323	P 309.00	P 99,807.00

RECEIVED BY: *John Ian*
 12/27/22
 9:12 AM
 ATI

TOTAL AMOUNT IN WORDS:
NINETY-NINE THOUSAND EIGHT HUNDRED SEVEN PESOS ONLY P 99,807.00

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 *[Signature]*
Arcenio A. Fernandez Jr. 12/23/22
 Signature Over Printed Name of Supplier

 Date

Very truly yours,
[Signature]
REMELYN R. RECOTER, MUSA, CESO III
 OIC - Director I

FUNDS AVAILABLE:
[Signature]
ARLENE GEMINIANA S. NILO
 oic HEAD, ACCOUNTING UNIT

OR/BUR No.: _____
 Amount: _____