



**PURCHASE ORDER**

SUPPLIER: B612 DESIGN INNOVATION LAB, INC.  
ADDRESS: Pioneer West Highland, Pioneer Cor. Madison,  
Barangka Ilaya, Mandaluyong City

P.O. No.: 2022-12-278  
DATE: Dec. 28, 2022

MODE OF PROCUREMENT: NP-SCIENTIFIC, SCHOLARLY OR ARTISTIC WORK, EXCLUSIVE TECHNOLOGY AND MEDIA SERVICES **2**

TIN:  
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: 60 DAYS  
Date of Delivery: Payment Term: LLDAP

STOCK NO.	UNIT	DESCRIPTION	QTY	UNIT COST	TOTAL COST
		<p><b>Service Provider for the Development of Facilitator's Guide for the Coconut Farmers Industry Development Plan (CFIDP) Training Initiatives</b></p> <p>Scope: research, content design, content writing, and graphic/visual design of materials of 13 facilitator's guide</p> <p>Specification: The service provider should be a team of individuals who have knowledge and experience in agriculture and fisheries, specially on the identified topics, and in developing comprehensive and well-written facilitator's guide. At the minimum, the team shall be composed of team leader, agriculture and fisheries expert, content developer/writer, and layout and graphic designer. Moreover, the service provider should not have any unsolved contracts with other government agencies.</p> <p>See attached Terms of Reference (TOR) for the specific details such as Qualifications, Deliverables, Project Duration, among others</p> <p>Purpose: For the development of facilitator's guide to be used for the CFIDP training initiatives</p>	1		P 1,490,800.00

Agricultural Training Institute  
 AFU-OD-CASHIER  
 DEC 28 2022  
 By: *[Signature]*

**TOTAL AMOUNT IN WORDS:**  
ONE MILLION FOUR HUNDRED NINETY THOUSAND EIGHT HUNDRED PESOS ONLY P 1,490,800.00

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 every day of delay shall be imposed.

COMFORME:  
*[Signature]*  
**MARY JOIE CRUZ**  
Signature Over Printed Name of Supplier  
December 28, 2022  
Date

**COMMISSION ON AUDIT**  
 RECEIVED BY:  
*dhm 3:35*  
 1-12-23  
 DATE  
**ATI**

Very truly yours,  
*[Signature]*  
**REMELT E. RECOTER, FINSA, CESO III**  
OIC DIRECTOR IV

FUNDS AVAILABLE:  
*[Signature]*  
**ARLENE S. NILO**  
OIC-CHIEF ACCOUNTANT

OR/BUR No.:  
Amount: