



Republic of the Philippines  
 Department of Agriculture  
**AGRICULTURAL TRAINING INSTITUTE**  
 ATI Building, Elliptical Road, Diliman, Quezon City, Metro Manila 1109  
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 URL: <http://www.atida.gov.ph>; [www.e-extension.gov.ph](http://www.e-extension.gov.ph)

**PURCHASE ORDER**

**SUPPLIER: JDR TRADING SERVICES**  
**ADDRESS: 312 Tindalo St. Dona Rosario Heights, Posadas**  
**Avenue, Socat, Muntinlupa City**

**P.O. No.:** 2023-05-118  
**DATE:** May 16, 2023

**TIN:** \_\_\_\_\_ **MODE OF PROCUREMENT:** NP-SMALL VALUE PROCUREMENT

Gentlemen:


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

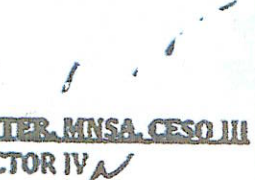
**Place of Delivery:** ATI, Diliman, Quezon City **Delivery Terms:** 15 WORKING DAYS  
**Date of Delivery:** \_\_\_\_\_ **Payment Term:** LLDDAP

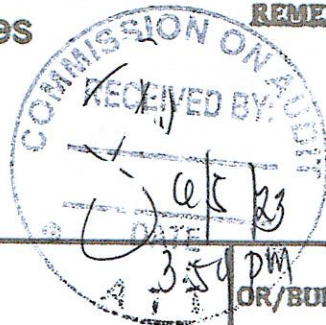
STOCK NO.	UNIT	DESCRIPTION	QTY	UNIT COST	TOTAL COST
	ltr	Diesel engine oil	60		} 54,000.00
	pc	Oil filter for Adventure GLX	6		
	pc	Oil filter for Crosswind XUV	4		
	pc	Air cleaner for Adventure GLX	6		
	pc	Air cleaner for Crosswind XUV	4		
	can	Engine Flushing	10		
	gal	Car Shampoo	10		
	can	W-40 30ml	20		
	can	Hand cleaner	5		
		<b>Purpose:</b> For official use of ATI Vehicle at Motorpool Unit			

**TOTAL AMOUNT IN WORDS:** FIFTY-FOUR THOUSAND PESOS ONLY **₱ 54,000.00**

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

**CONFORME:**   
**Jessica Mae Cruz-Delos Reyes**  
 Signature Over Printed Name of Supplier  
**May 30, 2023**  
 Date

Very truly yours,  
**REMELYN R. REODTER, MNSA, CESO III**  
 DIRECTOR IV 



**FUNDS AVAILABLE:** \_\_\_\_\_ **OR/BUR No.:** 2023-05-307  
 \_\_\_\_\_ **Amount:** ₱ 54,000.00  
**JOAN E. SINGSON**  
 CHIEF ACCOUNTANT

BAC Secretariat Office  
**MAY 23 2023**  
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