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@ati.da.gov.ph & ati_director@yahoo.com
URL: http://www.ati.da.gov.ph; www.e-extension.gov.ph

PURCHASE ORDER

SUPPLIER: SACRED HEART SAVINGS COOPERATIVE
ADDRESS: Poblacion, Galimuyod, Ilocos Sur
TIN:

P.O. No.: 2023-07-180
DATE: July 10, 2023
MODE OF PROCUREMENT: NP-LEASE OF REAL PROPERTY & VENUE

Gentlemen:

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

Place of Delivery:
Date of Delivery:

Delivery Terms: 3 WORKING DAYS
Payment Term: LDDAP

STOCK NO.	UNIT	DESCRIPTION	QTY	UNIT COST	TOTAL COST
	pax	**Meals and Accommodation in Ilocos Sur** July 12-14, 2023 (3 days) Full Board Meals -Breakfast, AM Snack, Lunch, PM Snack, Dinner -At least 1 vegetable/meat-free/vegetarian dish for breakfast, lunch and dinner -free flowing coffee and water Free Wifi access Maximum of 2-3 persons per room	35	₱ 1,990.00	₱ 208,950.00
	day	**Function Hall** Basic lights and sounds Projector with screen set-up Wireless microphones White board with markers Table set-up Technical assistance when necessary	3	7,000.00	21,000.00
		Purpose: To be used for the conduct of Information Services Division Mid-year Review and Planning Workshop 2023.			

TOTAL AMOUNT IN WORDS:
TWO HUNDRED TWENTY-NINE THOUSAND NINE HUNDRED FIFTY PESOS ONLY ₱ 229,950.00

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.

Very truly yours,

REMELYN R. RECOTER, MNSA, CESO III
DIRECTOR IV

CONFORME:

JOHN DANIEL YSUAO
Signature Over Printed Name of Supplier

JULY 11 2023
Date

COMMISSION ON AUDIT
RECEIVED BY:
dhm 2-43
7-12-23
DATE

FUNDS AVAILABLE:

JOAN E. SINGSON
CHIEF ACCOUNTANT

OR/BUR No.: 2023-07-1127
07-10-23
Amount: Pho 229,950