



Republic of the Philippines  
Department of Agriculture  
**AGRICULTURAL TRAINING INSTITUTE**  
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URL: <http://www.atit.gov.ph>

**PURCHASE ORDER**

SUPPLIER: SMILE BALLOONS PARTY NEEDS AND CATERING SERVICES  
ADDRESS: GENSAN DRIVE, ZONE 111, KORONADAL CITY

P.O. No.: 2023-07-190  
DATE: July 25, 2023  
MODE OF PROCUREMENT: NP-SMALL VALUE PROCUREMENT

TIN:

Gentlemen:

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

Place of Delivery: \_\_\_\_\_ Delivery Terms: 5 WORKING DAYS  
Date of Delivery: \_\_\_\_\_ Payment Term: LDDAP

| STOCK NO. | UNIT | DESCRIPTION   | QTY | UNIT COST | TOTAL COST |
|-----------|------|---|-----|-----------|------------|
|           | pax  | 31 July - 04 August 2023<br>Food<br>Breakfast (3 viands choices of vegetables, fish, meat - chicken/pork/ beef with soup, rice, dessert, fresh fruit juice and bottled water) - buffet<br>AM Snacks (Light serving choices of cakes, local delicacies, pasta, sandwiches and fresh fruit juice)<br>Lunch (3 viands choices of vegetables, fish, meat - chicken/pork/ beef with soup, rice, dessert, fresh fruit juice and bottled water) - buffet<br>PM Snacks (Light serving choices of cakes, local delicacies, pasta, sandwiches and fresh fruit juice)<br>Dinner (3 viands choices of vegetables, fish, meat - chicken/pork/ beef with soup, rice, dessert, fresh fruit juice and bottled water) - buffet<br>-with the provision of flowing brewed coffee, water, mint candies, and/or mixed nuts | 15  | 1,200.00  | 90,000.00  |
|           |      | PURPOSE:<br>To be served during the conduct of the Workshop on the Facilitator's Guide Development on Coconut-Cacao Post-harvesting Technologies on 31 July - 04 August 2023 at the University of Southern Mindanao, Kabacan, Cotabato.   |     |           |            |

Secretariat Office  
JUL 28 2023  
400

TOTAL AMOUNT IN WORDS: NINETY THOUSAND PESOS ONLY ₱ 90,000.00

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.

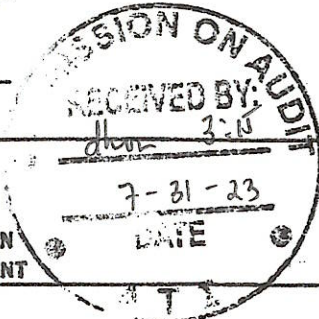
CONFORME:

*Josephina P. Arambay*  
Signature Over Printed Name of Supplier

JULY 28, 2023  
Date

Very truly yours..

REMYN R. RECOTER, MNSA, CESO III  
DIRECTOR IV



FUNDS AVAILABLE:

JOAN E. SINGSON  
CHIEF ACCOUNTANT

OR/BUR No.: 2023-07-33  
Amount: ₱ 90,000.00