



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: **VITRADE MARKETING**
 ADDRESS: STA. MARIA, BULACAN

P.O. No.: 2023-11-292
 DATE: Nov. 21, 2023

TIN: 278-163-509-000

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: 10 WORKING DAYS
 Date of Delivery: Payment Term: LDDAP

STOCK NO.	UNIT	DESCRIPTION	QTY	UNIT COST	TOTAL COST
Supplies and materials					
	pc	Customized promotional tote bags 35 x 40 cm	60	180.00	10,800.00
	pc	Promotional polo shirt (*number of pieces per sizes shall be provided)	60	900.00	54,000.00
	pc	Customized notebook with ATI logo B6 (125mm x 176mm, with at least 100 leaves)	60	150.00	9,000.00
	pc	Customized ballpen (with printed ATI logo, black pen)	60	65.00	3,900.00
	pc	Certificate frame - A4 sized with printed ATI logo (15 participants, 15 coaches and 15 schools, and board examiners)	50	200.00	10,000.00
	pc	Medals (5 winners) (glass based design) 3in in diameter	5	900.00	4,500.00
	pc	Plaques - 6" x 8", made of combination of Mahogany Wood and glass	7	1,110.00	7,770.00
Terms of Reference 1. Following the prescribe designs provided by the end user as attached Purpose: To be used during the conduct of the 9th OA Month Celebration (National Kabataang OA Quiz Bee) on November 23, 2023 in RDEC, Elliptical Road, Diliman, Quezon City					

TOTAL AMOUNT IN WORDS:
NINETY-NINE THOUSAND NINE HUNDRED SEVENTY PESOS ONLY ₱ **99,970.00**

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:

MARY ANNE L. EVANGELISTA

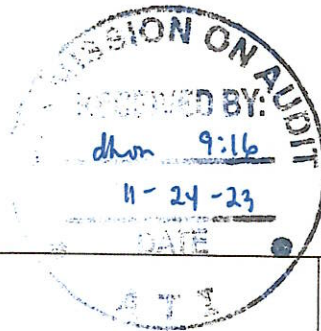
Signature Over Printed Name of Supplier

NOVEMBER 22, 2023

Date

Very truly yours,

REMELYN R. RECOVER, MNSA, CESO III
 DIRECTOR IV



FUNDS AVAILABLE:

JOAN L. SINGSON
 CHIEF ACCOUNTANT

OR/BUR No.: 2023-11-1714
 11-23-23

Amount: ₱ 99,970