



Republic of the Philippines
DEPARTMENT OF AGRICULTURE
AGRICULTURAL TRAINING INSTITUTE
 ATI Building, Elpidio Quirino Building, Marikina City
 Tel. Nos. (63-2) 8920-8541 to 49 & 8928-7597
 Email: ati_director@pati.da.gov.ph & ati_director@yahoo.com
 URL: http://www.ati.da.gov.ph; www.e-extension.gov.ph

AGRICULTURAL TRAINING INSTITUTE

PURCHASE ORDER

SUPPLIER: PUNO FOOD SERVICES
 ADDRESS: 235 Sulukan San Gabriel, Santa Maria, Bulacan

P.O. No.: 2024-01-18
 DATE: Jan. 31, 2024
 MODE OF PROCUREMENT: NP-SMALL VALUE
 PROCUREMENT

TIN:

Procurement

Gentlemen:

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

STOCK NO.	UNIT	DESCRIPTION	QTY	UNIT COST	TOTAL COST	Delivery Terms: 4 CALENDAR DAYS	
						LDDAP	
	pax	Feb. 1, 2024 Lunch (Drinks, Rice, 4 viands (vegetables, fish, & pork/beef/chicken), dessert/fruits)	80	300.00	24,000.00		
	pax	PM Snack (Drinks & choice of snack)	80	105.00	8,400.00		
	pax	Dinner (Drinks, Rice, 4 viands (vegetables, fish, & pork/beef/chicken), dessert/fruits)	80	300.00	24,000.00		
	pax	Feb. 2, 2024 Breakfast (Coffee/drinks, rice, 4 viands, dessert/fruits)	73	200.00	14,600.00		
	pax	AM Snack (Drinks & choice of snack)	365	105.00	38,325.00		
	pax	Lunch (Drinks, Rice, 4 viands (vegetables, fish, & pork/beef/chicken), dessert/fruits)	365	300.00	109,500.00		
	pax	PM Snack (Drinks & choice of snack)	365	105.00	38,325.00		
	pax	Dinner (Drinks, Rice, 4 viands (vegetables, fish, & pork/beef/chicken), dessert/fruits)	365	300.00	109,500.00		
	pax	Fellowship Night: Pasta, Shaghai rolls, Thai spring rolls, pork bbq, mixed nuts, chips, sandwiches, chicken lollipop, fruits and other drinks	269	450.00	121,050.00		
	pax	Feb. 3, 2024 Breakfast (Coffee/drinks, rice, 3 viands, dessert/fruits)	182	200.00	36,400.00		
	pax	AM Snack (Drinks & choice of snack)	182	105.00	19,110.00		
	pax	Lunch (Drinks, Rice, 3 viands (vegetables, fish, & pork/beef/chicken), dessert/fruits)	182	300.00	54,600.00		
	pax	PM Snack (Drinks & choice of snack)	182	105.00	19,110.00		
	pax	Dinner (Drinks, Rice, 3 viands (vegetables, fish, & pork/beef/chicken), dessert/fruits)	113	300.00	33,900.00		
	pax	Feb. 4, 2024 Breakfast (Coffee/drinks, rice, 3 viands, dessert/fruits)	113	200.00	22,600.00		
	pax	Lunch (Drinks, Rice, 3 viands (vegetables, fish, & pork/beef/chicken), dessert/fruits)	113	300.00	33,900.00		
	pax	Dinner (Drinks, Rice, 3 viands (vegetables, fish, & pork/beef/chicken), dessert/fruits)	113	300.00	33,900.00		
	pax	Feb. 5, 2024 Breakfast (Coffee/drinks, rice, 3 viands, dessert/fruits)	48	250.00	12,000.00		
<p>Purpose: Food/catering services to be served during the ATI 37th Anniversary on Feb. 1 to 4, 2024</p>							

TOTAL AMOUNT IN WORDS:
SEVEN HUNDRED FIFTY-THREE THOUSAND TWO HUNDRED TWENTY PESOS ONLY ₱ **753,220.00**

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.

CONFORME:

Very truly yours,

[Signature]
 Signature Over/Printed Name of Supplier

REMELYN R. RECOTER, MNSA, CESO III
 DIRECTOR IV

[Signature]
 Date

FUNDS AVAILABLE:

OR/BUR No.: 2024-01-117
 Amount: 01-31-24
 ₱bp. 753,220

GILLIAN ROSE L. PARGO
 OIC-CHIEF ACCOUNTANT