



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: **PUNO FOOD SERVICES**

ADDRESS: 235 Sulukan San Gabriel, Sta Maria, Bulacan

P.O. No.: 2024-05-126

DATE: May 24, 2024

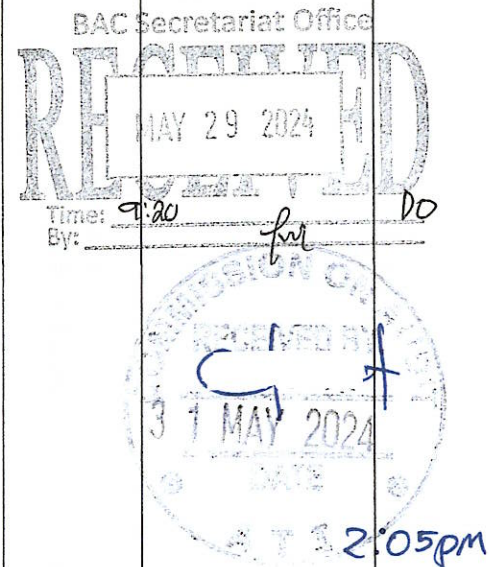
MODE OF PROCUREMENT: NP-SMALL VALUE
PROCUREMENT

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
		June 3 to 7, 2024			
		Meals inclusions			
	serving	June 3, 2024: Dinner	50	₱ 290.00	₱ 14,500.00
	serving	June 4, 2024: Full-board meals	50	990.00	49,500.00
	serving	June 5, 2024: Full-board meals	50	990.00	49,500.00
	serving	June 6, 2024: Full-board meals	50	990.00	49,500.00
	serving	June 7, 2024: Breakfast	50	200.00	10,000.00
		Meal requirements			
		Breakfast (Filipino, American or Continental Style)			
		Main: 2 viand choices (sausage, chicken), pastry (waffles/ bread/hotcakes), rice, fresh fruits, hot chocolate, coffee and fruit juice			
		Lunch and dinner shall include:			
		2 viands choices of fish (except cream dory) and meat (chicken/beef), with vegetables, salad, soup, rice, dessert and drink			
		Snacks on AM/PM shall include:			
		Traditional merienda, pasta, pastries with drink			
		Others:			
		Free-flowing coffee, tea and water			
		The consumption of water and light in the use of the catering function shall be borne by the caterer, (a) 1 to 30 pax - P100/day (b) 30 to 50 pax - P200/day (c) 50 pax or more - P300/day. The caterer shall pay on the first day of the event & shall be issued official receipt. It is the duty of the requesting party to inform the caterer of the separate payment of utilities to be incurred			
		Purpose:			
		To be served during the conduct of the activity entitled, "Empowering Filipino Agriculture Value Chain Actors: Development of Extension and Training Roadmap for Priority Commodities (Luzon Cluster)" on June 3 to 7, 2024 at RDEC, ATI, Diliman, Quezon City.			



TOTAL AMOUNT IN WORDS:

ONE HUNDRED SEVENTY-THREE THOUSAND PESOS ONLY

₱ 173,000.00

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:

Signature Over Printed Name of Supplier

May 30, 24
Date

Very truly yours,

REMELYN R. RECOTER, MNSA, CESO III
DIRECTOR IV

FUNDS AVAILABLE:

GILLIAN ROSE L. SALUIB
OIC-CHIEF ACCOUNTANT

OR/BUR No.: 2024-05-664

Amount:

₱ 173,000.00