



Republic of the Philippines  
Department of Agriculture  
**AGRICULTURAL TRAINING INSTITUTE**  
2nd Floor, Bldg. 2029, Bureau Center, Quezon City Metro Manila 1105  
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**PURCHASE ORDER**

SUPPLIER: SD PUBLICATIONS, INC.  
ADDRESS: G. Araceta cor. Ma. Clara St., Quezon City

TIN:  
Gentlemen:

P.O. No.: 2024-06-141  
DATE: June 10, 2024

MODE OF PROCUREMENT: **RF: SMALL VALUE PROCUREMENT**

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

Place of Delivery:  
Date of Delivery:

| STOCK NO. | UNIT    | DESCRIPTION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | QTY | UNIT COST | TOTAL COST |
|-----------|---------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|-----------|------------|
|           | serving | Meals<br>Batch 1 June 17-19, 2024 (3 days)<br>Breakfast, AM & PM Snacks, Lunch and Dinner<br>Batch 2 July 31 - August 2, 2024 (3 days)<br>Breakfast, AM & PM Snacks, Lunch and Dinner<br>Each snack shall include the following:<br>-Traditional Filipino delicacy or noodles/pasta dish or cake/pastry/sandwich<br>-Drinks (buko juice/softdrinks/iced tea)<br>Breakfast, Lunch and Dinner shall include:<br>-Soup<br>-Two (2) kinds of meat viands/dishes such as fish, chicken, pork and beef<br>-Vegetable dish<br>-Plain rice<br>-Dessert<br>-Drinks (water/juice/softdrinks/iced tea)<br>-Unlimited water and brewed coffee<br>Venue:<br>Agricultural Training Institute-Rural Development Education Center (RDEC), Quezon City | 25  | 2,050.00  | 78,750.00  |
|           | serving |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | 25  | 1,050.00  | 78,750.00  |

**PURPOSE:**  
For Noodle LMS Training for e-Extension Coordinators Batch 1 on June 17-19, 2024 and Batch 2 on July 31 - August 2, 2024.

**TOTAL AMOUNT IN WORDS:**  
ONE HUNDRED FIFTY-SEVEN THOUSAND FIVE HUNDRED PESOS ONLY  
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:**  
  
Signature Order Printed Name of Supplier  
Date: June 14, 2024

**Very truly yours,**  
  
MEMELYN R. RECOTER, MNSA, CESO III  
DIRECTOR IV

**FUNDS AVAILABLE:**

OR/BIR No.: 2024-06-141  
Amount: P= 157,500.00