



Republic of the Philippines
DEPARTMENT OF AGRICULTURE
AGRICULTURAL TRAINING INSTITUTE
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PURCHASE ORDER

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

P.O. No.: 2024-06-137
 DATE: June 4, 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: 12 DAYS	
Date of Delivery:		Payment Term: LLDAP	
STOCK NO	UNIT	DESCRIPTION	TOTAL COST
	servings	Food October 1-2, 2024 AM Snacks (Light serving choices of cakes, local delicacies, pasta, sandwiches and fresh fruit juice Lunch (3 variety choices of vegetables, fish meat - chicken/pork/beef with soup, rice, dessert, fresh fruit juice and bottled water) Buffet PM Snacks (Light serving choices of cakes, local delicacies, pasta, sandwiches and fresh fruit juice June 13 and 24, 2024; July 11 and 25, 2024; August 6 and 22, 2024; September 12 and 26, 2024; November 14 and 28, 2024 PM Snacks (Light serving choices of cakes, local delicacies, pasta, sandwiches and fresh fruit juice 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 "Health and Wellness Program for ATI Employees" on Oct. 1-2, 2024; June 13 and 24, 2024; July 11 and 25, 2024; August 6 and 22, 2024; September 12 and 26, 2024; November 14 and 28, 2024 at ATI Building, Elliptical Road, Diliman, Quezon City.	166 P 500.00 P 166,000.00 20P 1P 120.00 33,600.00



TOTAL AMOUNT IN WORDS: ONE HUNDRED NINETY-NINE THOUSAND SIX HUNDRED PESOS ONLY P 199,600.00

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*

Stute only Cabana
 Signature Over Printed Name of Supplier
 7/9/2024
 Date

Rosemarie Recotera
 DIRECTOR IV
 Commercial Office

FUNDS AVAILABLE: 30,04 - 06 - 982
 06 - 0 - 24
 CHILJAN SALUB
 OIC-CHEF/ACCOUNTANT
 Date: 7/15/2024
 199,600.00

