



**UNIVERSITY OF THE PHILIPPINES BAGUIO**  
 Supply & Property Management Office  
 Governor Pack Road, Baguio City  
 VAT Reg. TIN: 000-864-006-00007

**PURCHASE ORDER**  
*Office of the Vice Chancellor for Academic Affairs*

Supplier:	<b>LibTech Source Philippines Inc.</b>	PO No.:	SPMO-GF-20-08-169 (2020-08-1412)
Address:	Unit 3, 2nd floor, Eight One Eight Bldg, 814 Anasaz Avenue, San Lorenzo Village, Makati City	Date:	24-Aug-2020
Telephone No.:	(02) 808-1191, (02) 836-7935	Mode of Procurement:	Direct Contracting
E-mail:	rcrisostomo@turnitin.com	PR No.:	12896
TIN:			


Gentlemen:  
 Please furnish this Office the following articles subject to the terms and conditions contained herein.


Place of Delivery:	Supply and Property Management Office (SPMO), UP Baguio	Delivery Term:	E.O.B. - Destination (UP Baguio)
Contact Person:	Brian D. Lumague	Payment Term:	20 calendar days
Contact Address:	Governor Pack Road, Baguio City	Date of Delivery:	
Contact #/ Email:	(074) 442-3484 / bdlumague@up.edu.ph		

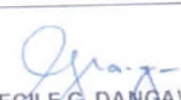
Stock/ Property No.	Unit	Description	Qty.	Unit Cost	Amount
	lot	<b>Computer Software for the University</b>	1	P 298,976.98	P 298,976.98
		Turnitin			
		Access: 300 users			
		Free Instructor Licenses			
		Unlimited Submissions			
		1 Onboarding Exclusive Training Session			
		1 Refresher Training Session			
		***Nothing Follows***			
					<b>P 298,976.98</b>

(Total Amount in Words) **Two Hundred Ninety Eight Thousand Nine Hundred Seventy Six Pesos and Ninety Eight Centavos**

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed on the undelivered items

Very truly yours,  
  
**RAYMUNDO D. ROVILLOS**  
 Chancellor

Conforme:  
  
**AMY P. SAMPUAN**  
 Signature over Printed Name of Supplier  
**SEPTEMBER 14, 2020**  
 Date

Fund Cluster:	01 101101 OPI 2020 (COVID-19)	ORS/BURS No.	01-101101-2020-09-729
Funds Available:		Date of the	
		Amount:	298,976.98
	 <b>CECILE G. DANGAWEN</b> Chief Accounting Officer		



Republic of the Philippines  
**University of the Philippines Baguio**  
Governor Pack Road, Baguio City  
Telefax No. 442-3888/442-3484  
[www.upb.edu.ph](http://www.upb.edu.ph)

### **Notice to Proceed**

August 24, 2020

**Leah Sembrano**  
General Manager  
**LibTech Source Philippines Inc.**  
Unit 3, 2nd floor, Eight One Eight Bldg.  
818 Arnaiz Avenue, San Lorenzo Village, Makati City  
(02) 808-1191; (02) 836-7935


Dear Ms. Sembrano:

Notice is hereby given to LibTech Source Philippines Inc. represented by its *General Manager, Leah Sembrano*, that work may commence on the **Computer Software (Turnitin) Subscription** effective on \_\_\_\_\_ or \_\_\_\_\_ day/s after the receipt of this notice.

Upon receipt of this notice, you are responsible for performing the services under the terms and conditions of the Agreement and in accordance with the Implementation Schedule.

Please acknowledge receipt and acceptance of this notice by signing both copies in the space provided below. Keep one copy and return the other to the University of the Philippines Baguio.

Very truly yours,

  
**RAYMUNDO D. ROVILLOS**  
Chancellor

Conformed:

  
LEAH SEMBRANO - BUNODILIAN

(Name of Representative of Bidder)

Date: 16 Sep. 2020



**University of the Philippines Baguio**

Governor Pack Road, Baguio City

Telefax No. 442-3888/442-3484

[www.upb.edu.ph](http://www.upb.edu.ph)

**BIDS AND AWARDS COMMITTEE  
RESOLUTION NO. 2020-021**

**(Declaring LibTech Source Philippines, Inc. as Authorized Distributor  
of Turnitin LLC and its Online Resources)**

**WHEREAS**, the University of the Philippines Baguio wants to purchase Turnitin Feedback Studio License for the University;

**WHEREAS**, RA 9184 or the Government Procurement Act Reform Act provides the use of Alternative Mode of Procurement specifically under **Section 50 – Direct Contracting**, where those sold by an exclusive dealer or manufacturer which does not have sub-dealers selling at lower prices and for which no suitable substitute can be obtained at more advantageous terms to the government;

**WHEREAS**, based on the letter dated 10 June 2020 issued by **Turnitin**, with address at 1111 Broadway, 3<sup>rd</sup> floor Y Oakland, CA 94607, **LibTech Source Philippines, Inc.** is the authorized distributor of Turnitin, LLC and its online resources in the Philippines;

**WHEREAS**, after careful review and deliberation, based on the letter dated 10 June 2020 issued by **Turnitin**, the Committee decided to recommend and declare **LibTech Source Philippines, Inc.**, as the authorized distributor of Turnitin, LLC and its online resources in the Philippines;

**NOW, THEREFORE**, We, the Members of the Bids & Awards Committee, hereby RESOLVE as it is hereby RESOLVED to recommend and declare **LibTech Source Philippines, Inc.**, as the authorized distributor of Turnitin, LLC and its online resources in the Philippines;

**RESOLVED**, at the Conference Room of the Vice` Chancellor for Administration, this 28<sup>th</sup> day of July 2020.

**JESSICA K. CARIÑO**

Chair, Bids and Awards Committee

**SANTOS JOSE O. DACANAY III**  
Vice Chair

**JOCELYN R. RAFANAN**  
Member

**ARELLANO A. COLONGON, JR.**  
Member

**GLORIA Q. RODRIGUERA**  
Member

**Action of the Head of Procuring Entity (HoPe):**

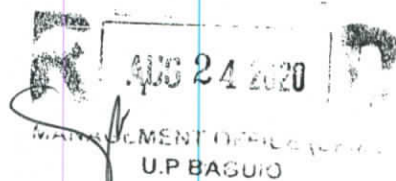
**APPROVED**

**RAYMUNDO D. ROVILLOS**  
Chancellor

CERTIFIED TRUE COPY  
OF THE ORIGINAL

Brian D. Lumaque

STAMP



10 June 2020

To Whom it May Concern:

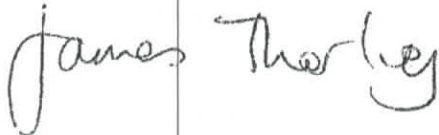
I would like to take this opportunity to confirm that Turnitin LLC is currently the Representative and Sole Distributor for Turnitin, LLC and its online resources in the Philippines. There are no longer any other authorised resellers in the country.

On the other hand, for all Philippine Peso transactions, **LibTech Source Philippines, Inc** is our Exclusive Billing Representative which is valid until further notice.

Should you have any questions, please feel free to contact Rose Crisostomo at email: rcrisostomo@turnitin.com or myself at email: international@turnitin.com.

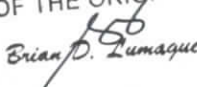
I look forward to a long-term relationship.


Best Regards,



James Thorley  
Regional Vice President – APAC  
Turnitin LLC

Turnitin is a service of Turnitin, LLC  
1111 Broadway, 3<sup>rd</sup> floor Y Oakland, CA 94607  
[www.turnitin.com](http://www.turnitin.com) [sales@turnitin.com](mailto:sales@turnitin.com)  
+1 510-764-7600

CERTIFIED TRUE COPY  
OF THE ORIGINAL  
  
Brian D. Lumsague

  
Certified true copy of original