



NOTICE TO PROCEED

Ms. Andrea G. Bautista

Authorized Representative

INNOVE COMMUNICATION, INC.

9/F The Globe Tower-Cebu, Samar Loop cor. Panay Road,

Cebu Business Park, Cebu City (Capital), Cebu 6000

+632-7972000

agbautista@globe.com.ph

Dear Mr. [Surname]:

The attached Notice of Award (NOA), in connection with the Procurement of Renewal of Google Workspace (Email System) with LIBI BAC Resolution No. 001, series of 2023 having been approved, Notice is hereby given to **INNOVE COMMUNICATION, INC.** that you may now proceed with the terms and conditions under the signed contract effective on March 22, 2023, after the receipt of this notice.

You are responsible for performing the services under the terms and conditions of the Agreement and in accordance with the scope of work schedule.

Issued pursuant to the provisions of Republic Act 9184, otherwise known as "Government Procurement Reform Act and its implementing Rules and Regulations".

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 LIBI Administrative Unit.

Very truly yours,

MARIO T. CANLAS

Chairperson, BAC / OIC, General Manager

I acknowledge receipt of this Notice

INNOVE COMMUNICATION, INC.

By: _____

Printed name and signature

Date





**LBP (Land Bank of the Phils.)
INSURANCE BROKERAGE, INC.**
(A Landbank Subsidiary)
12/F SSHG Law Centre, 105 Paseo De Roxas,
Legaspi Village, Makati City
VAT REG. TIN 000-160-097-00000

PURCHASE ORDER

RIV NO.:	DATED: 03/22/2023	DATED: March 22, 2023
REQUISITION PERSON: LB	PO NO.: 0000564	

TO: INNOVE COMMUNICATION, INC.
TIN: 000-360-916-000
Address: 9/F The Globe Tower-Cebu, Samar Loop cor. Panay Road,
Business Style: Cebu Business Park, Cebu City (Capital), Cebu 6000

Gentlemen:
Please supply us within _____ working days after receipt of this Purchase Order (PO) the item(s) listed below:

ITEM NO.	QTY.	UNIT	ITEM AND SPECIFICATION	UNIT PRICE	TOTAL
1	1	Year Subscription	GOOGLE WORKSPACE (formerly GSuites) EDITION. Business Enterprise Standard 65 Licenses lbp-insurance.com FEATURES Custom and secure business email + eDiscovery, retention, S/MIME encryption 500 participants video meetings + recording, attendance tracking, noise cancellation in-domain live streaming As much storage as we need** Advanced security, management, and compliance controls, including Vault, DLP, data regions, and enterprise endpoint management. Enhanced Support (paid upgrade to Premium Support) OTHER REQUIREMENTS SECURITY AND PRIVACY Built-in Antivirus and Anti-Spam With SSL and TLS encryption Multi-Factor Authentication Phishing and spam protection that blocks more than 99.9% of attacks SUPPORT Shall provide 24/7 helpdesk support SERVICE LEVEL AGREEMENT Provide an SLA which shall carry a corresponding service credit or rebate in favor of LIBI should any of the availability requirements are not met. DELIVERY PERIOD Enrollment of Google Workspace cloud-based services is within thirty (30) calendar days from receipt of the Purchase order. CONTRACT VALIDITY Google Workspace cloud-based service should be a minimum of one (1) year subscription. COLLABORATIVE CONTENT CREATION Docs, Sheets, Slides, etc. BUILD APPS WITHOUT CODE A no-code application development solution that enables users to build mobile and web apps without coding. Contact Person: Ms. Andrea G. Bautista, Authorized Representative, +63917-5880892, agbautista@globe.com.ph <p style="text-align: center;">— nothing follows —</p>	1,022,112.00	1,022,112.00
				TOTAL:	1,022,112.00

PREPARED BY:
RENALYN P. CANEJA
BAC Secretariat

RECOMMENDING APPROVAL:
MELVIN D. BARNES
Administrative Officer

APPROVED BY:
MARIO T. CANLAS
Officer-in-Charge, General Manager

TERMS AND CONDITIONS

- The failure of the supplier to deliver the item(s) above within the specified period shall:
 - give LIBI the right to cancel this Order or make an open market purchase of the undelivered item(s) for which the supplier agrees to reimburse LIBI for all payments made in excess of our quoted unit price for the undelivered item(s); and
 - be subjected to a penalty charge equivalent to one-tenth of one percent (1/10 of 1%) of the total value of the undelivered item(s) for every day of non-delivery.
- This Purchase Order, together with all its terms and conditions, is accepted by the supplier with the warranty that they did not give nor they intend to give any amount of money or gift in any form whatsoever to any official or employee of the LBP Insurance Brokerage, Inc. for the purpose of securing this Purchase Order or having the payment hereof expedited. Violation of this warranty shall constitute sufficient ground for the LBP Insurance Brokerage, Inc. to revoke the Purchase Order and cause the supplier to be excluded from any further dealings with LIBI.

5 BKLTs, (50 x 3) SN: 0000501-0000750
BIR ATP NO. 047AU2022000000367
Date of ATP: 02-16-2022; Expiry Date: 02-15-2027



FORMS INTERNATIONAL ENTERPRISES CORPORATION
#26 Carmel Ave., Proj. 6, Q.C. Tel. No.: 8365-8155
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Date Issued: 11-29-18 Date of Expiration: 11-28-23
VAT Reg. TIN: 002-013-045-00000

"THIS DOCUMENT IS NOT VALID FOR CLAIMING INPUT TAXES."

"THIS PURCHASE ORDER SHALL BE VALID FOR FIVE (5) YEARS FROM THE DATE OF ATP."



SIGNATURE OVER PRINTED NAME OF
SUPPLIER/CONTRACTOR