

MEMORANDUM OF AGREEMENT

KNOW ALL MEN BY THESE PRESENTS:

This **MEMORANDUM OF AGREEMENT** is entered into and executed by and between:

The **DEPARTMENT OF SCIENCE AND TECHNOLOGY-MIMAROPA**, hereinafter referred to as **DOST-MIMAROPA** with principal office at 4/F DOST-PTRI Building, General Santos Avenue, Bicutan, Taguig City and represented in this Agreement by its Regional Director, **DR. MA. JOSEFINA P. BILAY**;

-and-

The **MARINDUQUE STATE COLLEGE**, hereinafter referred to as **MSC** with principal address at Tanza, Boac, Marinduque represented in this Agreement by its SUC President III, **DR. DIOSDADO P. ZULUETA**.

WITNESSETH THAT:

WHEREAS, **DOST-MIMAROPA** is primarily tasked to effectively respond to the social, economic, and ecological development challenges of the region through appropriate Science and Technology interventions and quality S & T Services to uplift the socio economic well being of the Filipino people and ensure sustainability for future generations by extending innovation system for the implementation of the project of the proponent.

WHEREAS, **DOST-MIMAROPA** has identified the project "**Development of a Non-dairy Probiotic Drink Using Coconut Sap as a Substrate**" as a project under the **DOST-MIMAROPA LOCAL GIA** and has provided funds therefore;

WHEREAS, **DOST-MIMAROPA** has identified **MSC** as the beneficiary of the project and has sought support and assistance from **DOST-MIMAROPA** to implement the same;

WHEREAS, **DOST-MIMAROPA** and **MSC** pledge to extend their full cooperation for the effective and efficient implementation of the aforesaid project;

NOW, THEREFORE, for and in consideration of the above premises, and of the mutual covenants and stipulations hereinafter set forth, the parties hereto agree to enter into this Memorandum of Agreement under the following terms and conditions:

1. **DOST MIMAROPA shall:**

- 1.1 Provide funds amounting to **EIGHT HUNDRED SEVENTY FIVE THOUSAND NINE HUNDRED SEVENTY PESOS (Php 875,970.00)**, for the implementation of the project as described in the Line-Item Budget of the proposal marked as **Annex A** which is made an integral part of this Agreement;
- 1.2 Transfer funds to **MSC** amounting to **SIX HUNDRED FIFTY SIX THOUSAND FIVE HUNDRED PESOS (Php 656,500.00)** for the acquisition of equipment and materials, and conduct of laboratory analysis as stipulated in **ANNEX A** unless otherwise revoked with acknowledgment from all parties involved;

DR. MA. JOSEFINA P. ABILAY
Regional Director
DOST-MIMAROPA

JEFFREY D. VARELA
Accountant
DOST-MIMAROPA

BERNARDO T. CARINGAL
Provincial S&T Director
PSTC-Marinduque

DR. DIOSDADO P. ZULUETA
SUC President III
Marinduque State College

FLORIZA P. BUENASEDA
Accountant III
Marinduque State College

DR. MA. EDELWINA M. BLASE
VP-RDET
Marinduque State College

- 1.3 Implement the above project in accordance with the attached Workplan in the proposal marked as **Annex B** and which is also attached and made an integral part of this Agreement;
- 1.4 Facilitate the pull out of all materials, tools and equipment procured out of project funds in the event that **MSC** fails to implement the project as stipulated in the project proposal made as **Annex C** hereof;
- 1.5 Monitor, evaluate and document project activities and identify alternative courses of action to address technical problems met, if any, during the implementation of the project.
2. **MSC** shall:
 - 2.1 Ensure that technologies received from **DOST-MIMAROPA** are used according to the provisions stipulated in this agreement unless otherwise revoked with acknowledgement from all parties involved;
 - 2.2 Implement project in accordance with the methodology stated in the proposal and seek permission/clearance from **DOST-MIMAROPA** regarding any major decision or action in the implementation of the project;
 - 2.3 Allow **DOST-MIMAROPA** Representatives access to the premises and facilities of the identified cooperators of **MSC** for activities relevant to the implementation of the project;
 - 2.4 Provide counterparts necessary for the effective implementation of this project as specified in the project proposal and attached LIB;
 - 2.5 Submit the following progress reports:
 - 2.5.1 Monthly report on the volume of production, employment, sales and productivity improvement not later than one (1) week after the end of each month
 - 2.5.2 Semi-annual progress reports marked as Annex D hereof not later than 15 days after the end of the semester
 - 2.5.3 Annual progress report marked as Annex E hereof together with the List of Equipment Purchased marked as Annex F hereof not later than 30 days after the end of the year
 - 2.6 Submit the completion report two months after the project duration or after the achievement of the objectives as stated in the proposal;
 - 2.6.1 It shall include a publishable or pre-print manuscript;
 - 2.6.2 It shall also include evidence of intellectual property (IP) protection filing, whenever applicable
 - 2.7 Allow **DOST-MIMAROPA** to monitor and collect necessary data/information when required;
 - 2.8 Allow **DOST-MIMAROPA** to place inventory tag stickers on the individual equipment acquired out of project funds.
 - 2.9 Be responsible and accountable for the maintenance and safekeeping of the tools and equipment assigned to the cooperators. Ownership of the equipment shall remain with **DOST-MIMAROPA** until after full ownership shall have been requested and transferred.

DR. MA. JOSEFINA P. ABILAY
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- 2.10 Authorize/allow **DOST-MIMAROPA** to pull-out all the materials, tools and equipment and other assets procured out of projects funds in case of failure of project implementation or for any violation of the contract or agreement that may be entered into by **DOST-MIMAROPA** with the beneficiary.
- 2.11 Procure items on the LIB in accordance to the provisions of RA 9184; liquidate the funds received and submit an Audited Financial Report, including official receipts of expenditures and Property Acknowledgement Receipt (PAR) to **DOST-MIMAROPA** not later than six (6) months after the release of funds;
- 2.12 Put up at the project site a signboard (4 ft x 6 ft), two weeks after receipt of project funds following the recommended billboard format (Annex D);
- 2.13 Assist **DOST-MIMAROPA** in baseline data gathering for the project and in final data gathering for assessment of project outcomes and impacts.

3. OTHER CONDITIONS

- 3.1 That this Agreement shall take effect upon signing hereof and shall remain in force for a period of one (1) year, unless otherwise extended or sooner terminated upon mutual consultation and written agreement of both parties;
- 3.2 That this Agreement shall not prohibit both parties to publish technical papers that may be derived from the above activities given their mandate of developing and promoting science and technology;
- 3.3 That any changes, modifications and alterations on the foregoing provisions of this agreement shall only be made upon mutual consultation and agreement of all parties concerned.

4. PUBLICATION

Any publication arising from this contract and other related activities undertaken shall identify **DOST-MIMAROPA** as the source of assistance.

5. EFFECTIVITY:

This Memorandum of Agreement shall take effect immediately upon signing of the parties hereto and shall remain in the force for the duration of the project unless sooner terminated by **DOST-MIMAROPA** for any, but not limited to the following:

- Failure of **MSC** to submit the required financial and progress reports within the prescribed period; and
- Any violation of the condition that, as determined by **DOST-MIMAROPA**, will prejudice the successful completion of the project.

6. PROGRAM DURATION

The project shall be completed within a period of **1 YEAR**, from **AUGUST 2022** to **AUGUST 2023**. The project shall be implemented during the said period or immediately after the release of funds.

DR. MA. JOSEFINA P. ABILAY
Regional Director
DOST-MIMAROPA

JEFFREY D. VARELA
Accountant
DOST-MIMAROPA


BERNARDO T. CARINGAL
Provincial S&T Director
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SUC President III
Marinduque State College

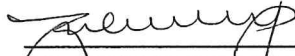
FLORIZA P. BUENASEDA
Accountant III
Marinduque State College

DR. MA. EDELWINA M. BLASE
VP-RDET
Marinduque State College

IN WITNESS WHEREOF, the parties hereto have signed this Memorandum of Agreement this ____ day of _____, 2022 at Bicutan, Taguig City.



DR. MA. JOSEFINA P. ABILAY
Regional Director
DOST-MIMAROPA

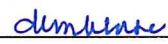


DR. DIOSDADO P. ZULUETA
SUC President III
Marinduque State College

SIGNED IN THE PRESENCE OF:




BERNARDO T. CARINGAL
Provincial Director
DOST PSTC Marinduque




DR. MA. EDELWINA M. BLASE
VP-RDET
Marinduque State College

CERTIFIED FUNDS AVAILABLE:



JEFFREY D. VARELA
Accountant
DOST-MIMAROPA



FLORIZA P. BUENASEDA
Accountant III
Marinduque State College

ACKNOWLEDGEMENT

REPUBLIC OF THE PHILIPPINES)

TAGUIG CITY) S.S

IN WITNESS WHEREOF, the parties hereto have signed this Memorandum of Agreement this ____ day of ____, 2022 at Bicutan, Taguig City.

Before me, a Notary Public for and in the **TAGUIG CITY** this 18 day of AUG 2022 2022, personally appeared

NAME

RES. CERT. NO/ Gov. ID

Place/Date Issued

DR. DIOSDADO P. ZULUETA

P4992479A

DFA Manila / Nov. 8, 2017

MA. JOSEFINA P. ABILAY

P025592B

DFA MANILA / JAN. 15, 2019

All known to me be the same person who executed the foregoing instrument and they acknowledged to me that the same is their free and voluntary act and deed as well as the voluntary act of the institution agencies they represent.

This instrument consists of six (6) pages including this page wherein the acknowledgement is written, duly signed by the parties and their witnesses on each and every page hereof.

WITNESS MY HAND AND SEAL, on the date and the place first above written.

NOTARY PUBLIC

DOC No.: 144

Page No.: 30

Book No.: XII

Series of 2022

RACHEL GINAW-W. COPANUT-PANGWI

NOTARY PUBLIC UNTIL Dec. 31, 2023/TAGUIG CITY

Not. Com. Appt. No. 18 (2022-2023)

2/F, Pacura Bldg 427 M.L. Q. St., Lower Bicutan, Taguig City

PTR No. A-5334323/1-4-2022, Taguig City

IBF O.R. No. 165796/10-14-2021, RSM

MCLE Comp. No. VII-0007104/11-22-2021

ROLL No. 61627

DOST Form A

DEPARTMENT OF SCIENCE AND TECHNOLOGY

Project Line-Item Budget

CY 2022-2023

Program Title : Grant in Aid
 Project Title : Development of a Non-dairy Probiotic Drink Using Coconut Sap as a Substrate
 Implementing Agency : Marinduque State College
 Total Duration : 12 months
 Current Duration : 12 months
 Cooperating Agency : DOST-MIMAROPA, IFST
 Program Leader : Dr. Ma. Josefina P. Abilay
 Project Leader : Dr. Ma. Edelwina M. Blasé
 Monitoring Agency : DOST-MIMAROPA

		Counterpart Funding			
		Implementing Agency	DOST-MIMAROPA		
			<u>To be Released</u>	<u>To Be Retained</u>	<u>Total</u>
I.	Personal Services	P	P		
	<u>Direct Cost</u>				
	Salaries				
	Science Research Specialist I (Food technologist 28,754/month)		354,048.00		
	Project Support staff (Job order 350/day)		85,000.00		
	Honoraria				
	Project Leader (8,800/month)		105,600.00		
	Sub-total for PS	P	544,648.00	P	-
II.	Maintenance and Other Operating Expenses				
	Traveling Expenses - local			50,000.00	50,000.00
	Training Expenses				
	Traveling Expenses - local - rental service vehicle		30,000.00		
	Supplies and Materials				
	Office supplies		20,000.00	35,000.00	35,000.00
	Laboratory Supplies Expenses (inclusive of media and reagents and disposable laboratory glasswares)			124,000.00	134,000.00
	Semi-Expendable-Equipment Expenses				
	Semi-Expendable-Equipment Expenses (includes converter and pressurized washer with accessories)			10,000.00	59,500.00
	Other Supplies and Materials Expenses (includes coconut sap, probiotic starter culture and processing supplies and materials)			22,500.00	52,500.00
	Communication Expenses				
	Telephone Expenses - Mobile			39,970.00	39,970.00
	Awards/Rewards Expenses				
	Other Professional Services				
	IP registration application fees		10,000.00		
	Publication Fee			75,000.00	75,000.00
	Laboratory Analyses		15,000.00	150,000.00	150,000.00
	Representation Expenses			5,000.00	5,000.00
	Sub-Total for MOOE	P	75,000.00	P	381,500.00
					219,470.00
					600,970.00

DOST Form A

DEPARTMENT OF SCIENCE AND TECHNOLOGY

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 Monitoring Agency : DOST-MIMAROPA

III. Equipment Outlay

HTST Pasteurizer 10L Cap.	P	P	275,000.00		275,000.00
	P	P			
Sub-Total for EO	P	P	275,000.00	-	275,000.00
GRAND TOTAL	1,495,618.00	P	619,648.00	P	656,500.00 219,470.00 875,970.00

Prepared by:



DR. MA. EDELWINA M. BLASE
VP-RDET, MSC

Endorsed by:



BERNARDO T. CARINGAL
Provincial S&T Director

Certified Funds Available:



JOMMEL LEAL
Budget Officer, MSC


MR. JEFFREY D. VARELA

Accountant III, DOST-MIMAROPA

Approved by:



DR. MA. JOSEFINA P. ABILAY
Regional Director, DOST-MIMAROPA