

## 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. ABILAY**;

-and-

The **Mayha 4-H Club**, hereinafter referred to as **Mayha 4-H Club** with principal address at Brgy. Mayha, Odiongan, Romblon represented in this Agreement by its President, **MR. RICMEL S. FALQUEZA**.

### 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 wellbeing 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 **Establishment of Model Farm for Smart and Sustainable Irrigation for High-value Crop Production of Young Farmers in Odiongan, Romblon** as a project under the **DOST-MIMAROPA LOCAL GIA** and has provided funds therefore;

WHEREAS, **DOST-MIMAROPA** has identified **MAYHA 4-H CLUB** as the beneficiary of the project and has sought support and assistance from **DOST-MIMAROPA** to implement the same;

WHEREAS, **DOST-MIMAROPA** and **MAYHA 4-H CLUB** 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 **Three Million One Hundred Seventy-seven Thousand Eight Hundred Seventy-two Pesos and Thirty-three Centavos only (PhP 3,177,872.33)**, for the implementation of the project as described in the Line-Item Budget of the proposal marked as **Form 4** which is made an integral part of this Agreement;
- 1.2 Implement the above project in accordance with the attached Workplan in the proposal marked as **Form 5** and which is also attached and made an integral part of this Agreement;

1.3 Facilitate the pull out of all materials, tools and /equipment procured out of project funds in the event that **MAYHA 4-H CLUB** fails to implement the project as stipulated in the project proposal made as **Form 3** hereof;

1.4 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. **MAYHA 4-H CLUB** 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 **MAYHA 4-H CLUB** 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 Form 6 hereof not later than 15 days after the end of the semester

2.5.3 Annual progress report marked as Form 7 hereof together with the List of Equipment Purchased marked as Form 12 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.

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 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; submit at least three (3) quotations for each item in the LIB to ensure that actions taken are most advantageous to the government;

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 1);

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 **MAYHA 4-H CLUB** 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 \_\_\_\_\_, from \_\_\_\_\_ to \_\_\_\_\_. The project shall be implemented during the said period or immediately after the release of funds.

IN WITNESS WHEREOF, the parties hereto have signed this Memorandum of Agreement this \_\_\_\_ day of \_\_\_\_, 2024 at Bicutan, Taguig City.

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*m mabilay*

**Dr. MA. JOSEFINA P. ABILAY**  
Regional Director  
DOST-MIMAROPA

*mf*

**MR. RICHARD S. FALQUEZA**  
President  
Mayha 4-H Club

**SIGNED IN THE PRESENCE OF:**

*gms*

**MARCELINA V. SERVAÑEZ**  
Provincial S&T Director  
PSTO Romblon

*cd*

**CHRISTIAN D. ARCASITAS**  
Vice President  
Mayha 4-H Club

**CERTIFIED FUNDS AVAILABLE:**

*jr*

**JAY RALPH A. CABIAO**  
DOST-MIMAROPA ACCOUNTANT III

*mae*

**MAE ANGELA C. BAUTISTA**  
Treasurer, MAYHA 4-H CLUB

ACKNOWLEDGEMENT  
REPUBLIC OF THE PHILIPPINES)  
**TAGUIG CITY** ) S.S

IN WITNESS WHEREOF, the parties hereto have signed this Memorandum of Agreement this \_\_\_\_ day of \_\_\_\_, 2024 at Bicutan, Taguig City.

Before me, a Notary Public for and in the **TAGUIG CITY** this **FEB 02 2024** day of \_\_\_\_ 2024, personally appeared

NAME	RES. CERT. NO	Place/Date Issued
MA. JOSEFINA P. ABILAY	P0255592B	DFA Manila/ January 15, 2019
MR. RICMEL S. FALQUEZA	1268225	PRC Manila / 01/04/2014

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 five (5) 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.: **485**  
Page No.: **98**  
Book No.: **XXIV**  
Series of 2024

**RACHEL DINAYA W. COPANUT-PANGWI**  
NOTARY PUBLIC UNTIL Dec. 31, 2025/TAGUIG CITY  
Not. Com. Appt. No. 29 (2024-2025)  
2/F, Pacura Bldg. 427 MLQ. St., Lower Bicutan, Taguig City  
PTR No. A-6089421/1-3-2024, Taguig City  
IBP O.R. No. 327805-12/13/2023, RSM  
MCLE Comp. No. VII-0007104/11-22-2021  
ROLL No. 61627

*[Handwritten signatures of the parties and witnesses]*




## DOST Form 4


DEPARTMENT OF SCIENCE AND TECHNOLOGY  
Project Line-Item Budget  
CY 2024

Program Title : Grants-in-Aid (GIA)  
Project Title : Establishment of Model Farm for Smart and Sustainable Irrigation for High-value Crop Production of Young Farmers in Odiongan, Romblon  
Implementing Agency : DOST-MIMAROPA  
Total Duration : 1 year for project implementation / 2 years for monitoring of outcomes  
Current Duration : 1 year  
Cooperating Agency : Mayha 4H Club  
Program Leader : Dr. Ma. Josefina P. Abilay  
Project Leader : Hon. Riemel S. Faiqueza/Male  
Monitoring Agency : DOST-MIMAROPA PSTO-Romblon

	Counterpart Funding	
	DOST-MIMAROPA	Mayha 4H Club
<b>I. Maintenance and Other Operating Expenses</b>		
Traveling Expenses		
Local	236,000.33	
Training Expenses		
Traveling Expenses	10,000.00	
Supplies and Materials	5,000.00	
Other Professional Services	8,400.00	
Representation	13,200.00	
Printing and Publication	200.00	
Communication Expenses		
Mobile Expenses	53,976.00	
Internet Subscription Expenses	79,176.00	
Supplies and Materials Expenses		
Office Supplies Expenses	40,000.00	60,000.00
Semi-Expendable Machinery and Equipment Expenses - Office Equipment	40,000.00	
Semi-Expendable Furniture, Fixtures and Books Expenses	50,000.00	
Representation Expenses	64,320.00	
Transportation and Delivery Services	3,600.00	
Sub-Total for MOOE	P 603,672.33	P 60,000.00
<b>II. Equipment Outlay</b>		
Technical and Scientific Equipment	P	P
Establishment of Solar-powered Greenhouse with Drip Irrigation System as Model Farm in Odiongan, Romblon	2,574,000.00	
Sub-Total for EO	P 2,574,000.00	P -
<b>III. Fixed Asset/s</b>		
Land and Building		1,000,000.00
Sub-Total for Fixed Asset/s	P -	P 1,000,000.00
<b>GRAND TOTAL</b>	P 3,177,872.33	P 1,060,000.00

Certified Funds Available:

  
MAE ANGELA C. BAUTISTA  
Treasurer, Mayha 4H Club

  
JAY RALPH A. CABIAO  
Accountant III, DOST-MIMAROPA

Approved by:

  
Digitally signed by  
Abilay Ma. Josefina  
Pomanto  
DR. MA. JOSEFINA P. ABILAY  
Regional Director, DOST-MIMAROPA