

## MEMORANDUM OF AGREEMENT

KNOW ALL MEN BY THIS 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 DOST Complex, Gen. Santos Ave., Bicutan, Taguig City and represented in this Agreement by its Regional Director, **Dr. MA. JOSEFINA P. ABILAY**;

-and-

The **ROMBLON STATE UNIVERSITY**; hereinafter referred to as **ROMBLON STATE UNIVERSITY**; with principal address at Brgy. Liwanag, Odiongan, Romblon and represented in this Agreement by its President, **DR. MERIAN C. MANI**;

### 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 "**Design, Development, Test and Market Validation of Marble Spool Insulator**" as a project under the **DOST-MIMAROPA LOCAL GIA** and has provided funds therefore;

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

WHEREAS, **DOST- MIMAROPA** and **ROMBLON STATE UNIVERSITY** 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 **Two Million Five Hundred Forty Two Thousand Six Hundred Ninety Five Pesos and Forty-Three Centavos (PhP 2,542,695.43)**, 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 Implement the above project in accordance with the attached Schedule of Activities in the proposal marked as **Annex A** and which is also attached and made an integral part of this Agreement;
- 1.3 Facilitate the pull out of all materials procured out of project funds in the event that **ROMBLON STATE UNIVERSITY** fails to implement the project as stipulated in the project proposal made as **Annex A** 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. **ROMBLON STATE UNIVERSITY shall:**

- 2.1 Ensure that funds 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 **ROMBLON STATE UNIVERSITY** for activities relevant to the implementation of the project;
- 2.4 Submit the following properly filled up Project Information Sheet (PIS) to **DOST-MIMAROPA** to monitor the progress of the approved projects:
  - 2.4.1 **Pre-Implementation PIS** immediately upon receipt of the confirmation of project approval prior to the release of funds for the project; and
  - 2.4.2 **PIS for On-Going project** twice a year on the end of the 1st and second semester of project implementation to determine the impact of assistance on the project





- 2.5 Submit the monthly and quarterly progress reports of project activities and impact such as volume of production, employment, sales and productivity improvement to **DOST-MIMAROPA** including accomplishments and major problems met not later than one (1) week after the end of each month and quarter;
- 2.6 Allow **DOST-MIMAROPA** to monitor and collect necessary data/information when required;
- 2.7 Allow **DOST-MIMAROPA** to place inventory tag stickers on the individual equipment acquired out of project funds.
- 2.8 Be responsible and accountable for the maintenance and safekeeping of the equipment assigned to the cooperators. Ownership of the equipment shall remain with **DOST-MIMAROPA** until after full ownership shall have been transferred.
- 2.9 Authorize/allow **DOST-MIMAROPA** to pull out all the equipment and other assets procured out of projects funds or collect other forms of payment 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.
- 2.10 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 B);
- 2.11 Assist DOST MIMAROPA in baseline data gathering for the project and in final data gathering for assessment of project outcomes and impacts;
- 2.12 Provide building/facility for the operation of the project.

### 3.0 OTHER CONDITIONS

- 3.1 That this Agreement shall take effect upon signing hereof and shall remain in force for a period of two (2) years, 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



#### 4.0 PUBLICATION:

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

#### 5.0 EFFECTIVITY:

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

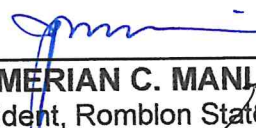
- Failure of **ROMBLON STATE UNIVERSITY** to submit the required financial and progress reports within the prescribed period; and
- Any violation of the condition that, as determined by **DOST-MIMAROPA**, will prejudice the successful completion of the project.

#### 6.0 PROGRAM DURATION


The project shall be completed within a period of **TWO (2) YEARS**, from **2021 to 2022**. 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 \_\_\_\_, 2020 at Bicutan, Taguig City.

  
\_\_\_\_\_  
**Dr. MA. JOSEFINA P. ABILAY**  
Regional Director, DOST MIMAROPA


  
\_\_\_\_\_  
**DR. MERIAN C. MANI**  
President, Romblon State University

#### SIGNED IN THE PRESENCE OF:

  
\_\_\_\_\_  
**MARCELINA V. SERVAÑEZ**  
Provincial Director, DOST PSTC Romblon

  
\_\_\_\_\_  
**DR. EDDIE G. FETALVERO**  
Director for Research, Romblon State University

#### Certified Funds Available:

  
\_\_\_\_\_  
**JEFFREY D. VARELA**  
Accountant III

DOST-MIMAROPA  
ACKNOWLEDGMENT

REPUBLIC OF THE PHILIPPINES)

**TAGUIG CITY**

) S.S

Before me, a Notary Public for and in the **TAGUIG CITY**  
this \_\_\_\_\_ day of **23 NOV 2020** 2020 personally appeared

NAME

RES. CERT. NO

Place/Date Issued

Dr. MA. JOSEFINA P. ABILAY *Passport ID # P0255592B DFA MANILA*

Dr. MERIAN C. MANI *Passport ID # P1683477B DFA MANILA/04-22-2019*

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 consist of seven (7) pages including this page wherein the acknowledgment 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.: 326  
Page No.: 67  
Book No.: XI  
Series of 2020

*RACHEL GINAYAN W. COPANUT-PANCOWI*  
NOTARY PUBLIC UNTIL DEC. 31, 2021  
Notaria ICommission Appt. No. 10 (2020-2021)  
2/F, Pacura Bldg. #427 Quezon Ave., Lower Bicutan, T.C.  
PTR No. A-4689597/1-3-20, Taguig City  
IBP O.R. No. 093183/10-14-19, RSM  
MCLE Comp. No. VI-0019686/3-1-2019; ROLL No. 61627

*[Signature]*

*[Signature]*

*[Signature]*

*[Signature]*

*[Signature]*



**ANNEX A  
LINE-ITEM BUDGET**

**Project Title** Design, Development, Test and Market Validation of Marble Spool Insulator


**Proponent** Romblon State University  
Research Extension and Development Innovation Department


**Project Duration** 1 year Project Implementation – Jan-Dec 2021  
1 year Monitoring of Outcomes – CY 2022

ITEM	DOST-GIA (P)	RSU (P)
<b>MOOE</b>		
Travelling Expenses – local	17,600.00	60,000.00
Training Expenses		
Supplies and Materials	19,000.00	10,000.00
Other Professional Services (@P1400/researcher x 2 researchers x 2 days / 2 weeks x 10 months)	112,000.00	76,363.00
Representation	6,000.00	
Other MOOE		
Fabrication Expenses	23,095.43	80,000.00
Transportation and Delivery		30,000.00
Communication		12,000.00
<b>Equipment Outlay</b>		
1 Unit 30KV Automatic Lighting Impulse Voltage Generator Tester for wet and dry flashover tests using ANSI 53-2 porcelain spool insulators	2,300,000.00	
1 Unit Data Analytics / Processor: 10th Gen. processor with 1.8 GHz based frequency, up to 4.10 GHz (atleast 8MB cache quad-core) / Storage: atleast 512GB SSD / RAM: atleast 8GB DDR4 / GPU: atleast 2GB dedicated display memory / Screen Size: 13.3 HD Resolution / Pre-loaded OS: Licensed Windows 10 64-bit / Inclusion: Laptop bags, wireless mouse	65,000.00	
<b>Total</b>	<b>2,542,695.43</b>	<b>268,363</b>

Approved:

Conforme:

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

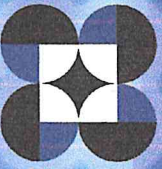
  
**DR. MERIAN C. MANI**  
President, Romblon State University

ANNEX B  
BILLBOARD TEMPLATE



Small  
Enterprise  
Technology  
Upgrading  
Program  
Assisted Project



DOST  
MIMAROPA

INSERT  
PROJECT  
NAME

COOPERATOR: INSERT COOPERATOR'S NAME  
INSERT ADDRESS

Provincial Science and Technology Center  
PSTC Address