

## 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 **DEPARTMENT OF EDUCATION OCCIDENTAL MINDORO DIVISION OFFICE** hereinafter referred to as **DepEd OCC. MINDORO** with principal address at Brgy. Payompon, Mamburao, Occidental Mindoro represented in this Agreement by its Officer-In-Charge Schools Division Superintendent, **LYNN G. MENDOZA**.

### 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 "**Scaling-Up Science Education and Research in Public High Schools in Occidental Mindoro through Robotics**" as a project under the **DOST-MIMAROPA LOCAL GIA** and has provided funds therefore;

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

WHEREAS, **DOST-MIMAROPA** and **DepEd OCC. MINDORO** 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 Three Thousand and Two Hundred Pesos (803,200.00)** 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;

  
**LYNN G. MENDOZA**  
OIC- Schools Division Superintendent

  
**MARIA ETHELWILDA G. CORONACION**  
Provincial S&T Director

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

  
**DR. RAQUEL P. GIRA**  
Chief, Curriculum Implementation Division

  
**LYNN G. MENDOZA**  
OIC- Schools Division Superintendent

  
**MARIA ETHELWILDA G. CORONACION**  
Provincial S&T Director

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

- 1.2 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;
- 1.3 Facilitate the pull out of all materials, tools and /equipment procured out of project funds in the event that **DepEd OCC. MINDORO** fails to implement the project as stipulated in the project proposal made as **Annex C** 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. **DepEd OCC. MINDORO** 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 **DepEd OCC. MINDORO** 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 Semi-annual progress reports marked as Annex D hereof not later than 15 days after the end of the semester
  - 2.5.2 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 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 tools and equipment assigned to the cooperators. Ownership of the equipment shall

  
**DR. RAQUEL P. GIRA**  
Chief, Curriculum Implementation Division



  
**LYNN G. MENDOZA**  
OIC- Schools Division Superintendent

  
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Provincial S&T Director

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

remain with **DOST-MIMAROPA** until after full ownership shall have been requested and transferred.

2.9 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.

2.10 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 D);

2.11 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 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. 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 **DepEd OCC. MINDORO** 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 **two (2) years** from **August 2022** to **July 2024**. The project shall be implemented during the said period or immediately after the release of funds.


  
**DR. RAQUEL P. GIRA**  
Chief, Curriculum Implementation Division

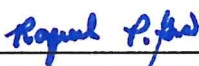
IN WITNESS WHEREOF, the parties hereto have signed this Memorandum of Agreement this \_\_\_\_ day of \_\_\_\_, 2022 at Bicutan, Taguig City.

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

  
\_\_\_\_\_  
**LYNN G. MENDOZA**  
OIC-Schools Division Superintendent  
DepEd Occ. Mindoro

**SIGNED IN THE PRESENCE OF:**

  
\_\_\_\_\_  
**MARIA ETHELWILDA G. CORONACION**  
Provincial Director  
DOST PSTC Occidental Mindoro

  
\_\_\_\_\_  
**DR. RAQUEL P. GIRAO**  
Chief, Curriculum Implementation Division  
DepEd Occ. Mindoro

**CERTIFIED FUNDS AVAILABLE:**

  
\_\_\_\_\_  
**JEFFREY D. VARELA**  
Accountant III  
DOST-MIMAROPA

  
\_\_\_\_\_  
**MERRY ANN T. RAMIREZ**  
Accountant III  
DepEd Occ. Mindoro

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 **02 MAR 2022** day of \_\_\_\_\_ 2022, personally appeared

NAME	PASSPORT/RES. CERT. NO	Place/Date Issued
MA. JOSEFINA P. ABILAY	PO255592B	01/14/2019/DFA Manila
LYNN G. MENDOZA	0275386	01/14/1998 / PRC Manila

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.: 255  
Page No.: 52  
Book No.: IV  
Series of 2022

**RACHEL GIN W. COPANUT-PANGWIT**  
NOTARY PUBLIC UNTIL June 30, 2022 TAGUIG CITY  
Not. Com. Appl. No. 10(2020-2021)  
2/F. Pacura Bldg 427 M.L. Q. St., Lower Bicutan, Taguig City  
PTR NO. A-5334323/1-4-2022, Taguig City  
IBP O.R. No. 165796/10-14-2021, RSM  
MCLE Comp. No. VI-00019686/3-1-2019  
ROLL NO. 61627

**LYNN G. MENDOZA**  
OIC- Schools Division Superintendent

**MARIA ETHEL WILDA G. CORONACION**  
Provincial S&T Director

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

**DR. RAQUEL P. GIRA**  
Chief, Curriculum Implementation Division

## DOST Form A

## DEPARTMENT OF SCIENCE AND TECHNOLOGY

Project Line-Item Budget  
CY 2021

Program Title : Grants-In-Aid (GIA) Program  
 Project Title : Scaling-Up Science Education and Research in Public High Schools in Occidental Mindoro through Robotics  
 Implementing Agency : Department of Education Occidental Mindoro Division Office  
 Total Duration : 2022 - 2024  
 Current Duration : 2 Years  
 Cooperating Agency : Department of Education Occidental Mindoro Division Office  
 Program Leader : Dr. MA JOSEFINA P. ABILAY  
 Project Leader : MARIA ETHELWILDA G. CORONACION  
 Monitoring Agency : PSTC OCCIDENTAL MINDORO

	Counterpart Funding	
	DepEd Occ. Mindoro	DOST
<b>I. Personal Services</b>	P	P
<u>Direct Cost</u>		
Salaries		
Honoraria		
<u>Indirect Cost</u>		
(Implementing Agency)		
Salaries		
Honoraria		
(Monitoring Agency)		
Salaries		
Honoraria		
<b>Sub-total for PS</b>	P -	P -
<b>II. Maintenance and Other Operating Expenses</b>		
Traveling Expenses - local	100,000.00	100,000.00
Training Expenses		
Traveling Expenses - local		40,000.00
Supplies and Materials Expenses		2,000.00
Fuel, Oil and Lubricants Expenses		
Other Professional Services		
Printing and Publication Expenses		
Representation expenses	20,000.00	43,000.00
Meals		
Rents-Motor Vehicles		
Supplies and Materials		
Office supplies	10,000.00	18,000.00
Medical, Dental and Laboratory Supplies Expenses		
Semi-Expendable-Machinery Expenses		
Semi-Expendable-Equipment Expenses		
Fuel, Oil and Lubricants Expenses		5,000.00
Other Supplies and Materials Expenses		
Utility Expenses		
Water Expenses		
Electricity Expenses		
Communication Expenses		
Postage and Courier Expenses		
Telephone Expenses - Mobile		5,850.00
Internet Subscription Expenses		8,850.00
Awards/Rewards Expenses		
Other Professional Services		
Other General Services		
Repairs and Maintenance		
Taxes, Insurance Premiums and Other Fees		
Taxes, Duties and Licenses		
Insurance Expenses		



Electricity Expenses  
 Printing and Publication Expenses  
 Representation Expenses  
 Transportation and Delivery Expenses  
 Rent/Lease Expenses  
 Other Maintenance and Operating Expenses  
 Auditing Services  
 Advertising Expenses

Indirect Cost

**(Implementing Agency)**

Utilities

Supplies and Materials Expenses (shall be itemized based on GAM)

Office Supplies Expenses, Gasoline, Oil and Lubricants Expenses

Agricultural Supplies Expenses, etc.

Printing and Binding Expenses

**(Monitoring Agency)**

Communication Expenses

Transportation and Delivery Services

Traveling Expenses

Utilities

Supplies and Materials Expenses (shall be itemized based on GAM)

Office Supplies Expenses, Gasoline, Oil and Lubricants Expenses

Agricultural Supplies Expenses, etc.

Representation Expenses

Professional Services

Legal Services, Auditing Services, Consultancy Services,

Other Professional Services etc.

**Sub-Total for MOOE**

P 130,000.00

P 222,700.00

**III. Equipment Outlay**

**Robot Kit ( 18 kits @ P32,250 each kit)**

580,500.00

Specifications:

Motherboard:

ELF • Microchip: ATmega 328P • Port: 1 x MCU port (ATmega 328p, ATmega2560, ESP32) • 4 x RJ11 (connect to RJ11 sensor and modules) • 2 x DC motor port • 6 x pin conversion port (4 of which can be stepper/encoder/dc motor port) • 1 x USB port • 1 x Communication port (Bluetooth 2.4G) • Electronics: 1 x Buzzer, 1 x On-board button, 1 x On-board RGB LED

Sensors and Motors:

1 x RGB ultrasonic sensor V1.0, 1 x Double-way line-following sensor V1.0, 1 x Gyroscope sensor, 1 x limit switch module, 1 x Light sensor, 1 x Sound sensor, 1 x IR receiver, 1 x RGB LED -8( pins ), 2 x Encoder/DC motor driver, 1 x IR remote control, 1 x Bluetooth 4.1 module, 1 x Bluetooth Dongle module, 2 x Encoder DC Motor-25 9V188RPM, 1 x DC Motor-25 (50RPM), 1 x N20 DC motor (in robot

Indirect Cost

**(Monitoring Agency)**

P

P

**Sub-Total for EO**

P

P

580,500.00

**GRAND TOTAL**

P

P

130,000.00

933,200.00

*mmc*

Prepared By:

*Raquel P. Gira*  
**DR. RAQUEL P. GIRAO**  
Chief, Curriculum Implementation Division  
DepEd Occ. Mindoro

*Lynn G. Mendoza*  
**LYNN G. MENDOZA**  
OIC-Schools Division Superintendent  
DepEd Occ. Mindoro

*Miles P. De la Torre*  
*Miles P. De la Torre*  
**Certified Funds Available:**

*Miles P. De la Torre*  
**MILESON P. DELA TORRE**  
Budget Officer, Finance Services  
DepEd Occ. Mindoro

*Merry Ann T. Ramirez*  
**MERRY ANN T. RAMIREZ**  
Accountant III  
DepEd Occ. Mindoro

*Jeffrey D. Varela*  
**JEFFREY D. VARELA**  
Accountant III  
DOST-MIMAROPA

*Ma. Josefina P. Abilay*  
Digitally signed by Abilay  
Ma. Josefina P. Abilay  
Date: 2022.01.28 11:28:19  
**DR. MA. JOSEFINA P. ABILAY**  
Regional Director  
DOST-MIMAROPA