

# **LETTER OF INTENT TO FORM A STRATEGIC PARTNERSHIP**

**December 12, 2025**

**Quezon City University 673 Quirino Highway, San Bartolome, Novaliches Quezon City,  
Metro Manila, Philippines Attention: Dr. Theresita V. Atienza, President**

**Subject: Letter of Intent Regarding Strategic Partnership for Workforce Development and  
AI/IT Research**

To whom it may concern,

**Innovatech Solutions Inc.** is pleased to submit this non-binding Letter of Intent (LOI) to formalize our mutual interest in establishing a **Strategic Partnership** with **Quezon City University (QCU)** to **strengthen the bridge between advanced technology industry practices and academe, specifically focusing on upskilling students in Artificial Intelligence (AI), Information Technology (IT), and Engineering.**

## **1. Strategic Goal**

The Parties intend to partner to **create a pipeline of industry-ready IT and Engineering graduates** by jointly developing and implementing programs that align QCU's curriculum with Innovatech's core business in technology sourcing, AI integration, and digital transformation consulting.

## **2. Proposed Structure**

- **Innovatech's Contribution:** Provision of **AI/Cloud experts for mentorship and guest lectures, donation of non-proprietary R&D resources, and offering structured internship/OJT opportunities** for QCU students from the College of Computer Studies and College of Engineering.
- **QCU's Contribution:** Provision of **talented students, faculty expertise for joint research projects, access to laboratory facilities** for co-developed training programs, and commitment to **curriculum review/enhancement** based on industry feedback.
- **Term:** The initial formal agreement (Memorandum of Agreement or MOA) is anticipated to be for a period of **three (3) academic years**, subject to review and renewal.

## **3. Next Steps**

The execution of this LOI signals the Parties' agreement to:

- Immediately designate a **Partnership Liaison** from each organization (e.g., QCU's Research & Extension Office and Innovatech's HR/Strategy Lead) to manage the engagement.

- Meet within **thirty (30) days** of signing this LOI to negotiate the specific terms of a Definitive Agreement (MOA) and scope the initial joint projects (e.g., the first batch of interns or faculty training schedule).
- Complete the Definitive Agreement within **ninety (90) days** of the date of this LOI.

#### **4. Exclusivity (Optional)**

*[Note: Exclusivity is less common in academe partnerships but can be used for a specific, sensitive joint project. If not needed, you can delete this section. If kept, it limits QCU's ability to pursue a similar partnership for a defined time.]*

#### **5. Non-Binding Nature**

This Letter of Intent is **non-binding** and serves only to express the current intentions of the Parties. No legally enforceable rights or obligations shall exist between the Parties (except for the **Confidentiality** clause, which remains binding) unless and until a formal Definitive Agreement has been executed by authorized representatives of both Parties.

We look forward to a successful and collaborative partnership that benefits both our organizations and the future IT workforce of Quezon City.

Sincerely,

**Mr. Alexander T. Santos, Chief Executive Officer (CEO) Innovatech Solutions Inc.**