### MEMORANDUM OF AGREEMENT

### KNOW ALL MEN BY THESE PRESENTS:

This Memorandum of Agreement is made and entered into by and between:

The DEPARTMENT OF AGRICULTURE PHILIPPINE RURAL DEVELOPMENT PROJECT, Project Support Office – Luzon B, with office address at 2<sup>nd</sup> floor, ITCAF, Department of Agriculture, Elliptical Road, Diliman, Quezon City, represented by the Project Director, VILMA M. DIMACULANGAN, herein referred to as "DA-PRDP";

-and -

The SOUTHERN LUZON STATE UNIVERSITY, a state university organized and existing under the laws of the Republic of the Philippines with principal office address at Quezon Avenue, Barangay Kulapi, Lucban, Quezon represented by its University President, DORACIE B. ZOLETA-NANTES, PhD, herein referred to as the "SLSU".

### WITNESSETH:

WHEREAS, the Government of the Philippines has obtained a loan from the International Bank for Reconstruction and Development - World Bank with IBRD Loan No. 8421 PH amounting to U. S. Dollar FIVE HUNDRED ONE MILLION TWO HUNDRED FIFTY THOUSAND ONLY (US\$501,250,000.00) for the purpose of financing the Philippine Rural Development Project (PRDP or Project) to support the government's effort to reduce poverty among the rural communities of eighty one (81) provinces in the country;

WHEREAS, the PRDP, of which the Department of Agriculture (DA) is a Project holder/project implementing agency, is designed to contribute to achieving the national goals of inclusive growth, job creation and poverty reduction built upon existing policy frameworks, principles and lessons learned from past programs of the DA;

WHEREAS, as part of its mandate, the DA, through the PRDP, implements subprojects towards rural agro-industrial enterprise development and provides technical assistance for policy research and formulation for the development and promotion of the value chain of the identified priority commodities, which in this case cacao, through or in collaboration with appropriate agencies, research institutions and state and private universities and colleges;

WHEREAS, improving farm productivity and income are the priority concerns of DA-PRDP, where segments of the cacao value chain shall be provided through improved support services for input, production, extension, and decision-making;

WHEREAS, the Cacao Value Chain Analysis (CVCA) emphasized the development of the Cacao industry in CALABARZON region in order to ensure optimum production performance of cacao producers;

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WHEREAS, the PRDP, through the Subcomponent 1.2 (SC 1.2) of I-PLAN entitled as Support to AFMP Implementation, will support the Agriculture and Fisheries Modernization Plan (AFMP) implementation through design of coordinated systems of technical support for the implementation of sub-projects prioritized in the Provincial Commodity Investment Plans (PCIPs);

WHEREAS, PRDP-Project Support Office (PSO) Luzon B conducted a Joint Technical Review and evaluation of the project proposal and budgetary requirement of the Cacao Benchmarking Study and Documentation of Success Stories in Quezon Province, and found the same to be in order and within the CY 2021 Work and Financial Plan of PRDP PSO I-Plan component;

WHEREAS, the PRDP, through its PSO Luzon B, has issued a No Objection Letter (NOL) dated October 5, 2020 hereto attached as Annex C, and will support the research and development for the advancement of the Cacao industry of CALABARZON Region through the Cacao Benchmarking Study and Documentation of Success Stories in Quezon Province;

WHEREAS, the SLSU was established under Republic Act No. 9395 for the purpose of providing advanced education, professional, technological instruction and undertake research and extension services and provide progressive leadership in the field of agriculture, among others;

WHEREAS, given its mandate, experience and expertise, SLSU has been identified by the PRDP PSO Luzon B as the most appropriate partner agency in CALABARZON Region in the delivery of the necessary technical assistance and services relative to the conduct of Cacao Benchmarking Study and Documentation of Success Stories in Quezon Province:

WHEREAS, the engagement between PRDP and SLSU starts on February 2021 until October 2021, as indicated in the approved Project Proposal (PP) and Terms of Reference (TOR) attached hereto as Annex A & B and are made integral part hereof;

WHEREAS, the University President of the SLSU is authorized to enter into this Agreement with the DA-PRDP as provided in the approved Project Proposal;

WHEREAS, the transfer, implementation and liquidation of funds is subject to COA Circulars 2012-001 and 94-013;

WHEREAS, this agreement is part of a collaborative effort and partnership between the DA-PRDP and SLSU for the research sub-project on Cacao Benchmarking Study and Documentation of Success Stories in Quezon Province.

parties, hereby agree on and stipulate the following:

### ARTICLE I SCOPE AND EXPECTED OUTPUT

The conduct of the research study on Cacao Benchmarking Study and Documentation of Success Stories in Quezon Province includes the following:

Key Activities	Expected Outputs/Deliverables	No. of allotted Months/week
A. Identification of top-performing cacao farmers, communication		• 2 months

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with Municipal/City Agriculturist cacao focal persons, Key Informant Interview (KII) and video and photo-documentation  B. KII and Photo-Video documentation	<ul> <li>Transcription and organized data on cacao varielies used</li> <li>Coffee-table book</li> <li>Developed learning materials</li> </ul>	
C. KII and Photo-Video documentation	<ul> <li>Transcription of best practices applied by the cacao farmers</li> <li>Coffee-table book</li> <li>Developed learning materials</li> </ul>	6 months
D. KII, Photo-Video documentation and Review of literature	Transcription of the cacao production chain Coffee-table book Developed learning materials	6 months
KII, brainstorming activities and Photo-Video documentation	Developed learning materials	6 months
F. Data analysis G. *Content planning	Developed instructional materials	6 months
Analyze requirements     Identify learning objectives     Develop design     Create storyboard     Develop prototype     Develop training     Deliver training      Lesson writing     Evaluation of learning materials     (content and mechanical editing)     Layout and design     Conduct of training using the developed learning materials	<ul> <li>Developed instructional materials</li> <li>Video presentation</li> <li>List of trained/informed cacao farmers</li> <li>Journal Article</li> <li>Conference Presentation</li> </ul>	• 2 months
H. Formulation of policy and program recommendations for Cacao Program of the Province, DA-RFOs, and other agencies that provide support to cacao and * meeting/presentation with	Written policy recommendation     Summarized research results	• 1 month

# ARTICLE II ROLES AND RESPONSIBILITIES

### A. DA-PRDP shall:

a policy-maker

- Transfer to SLSU the amount of One Million Pesos (Php 1,000,000.00) in accordance with Article III of this MOA;
- Conduct periodic monitoring and evaluation of the project to ascertain the progress/accomplishments, and compliance with the provisions of the MOA, project documents and applicable laws, rules and regulations;

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- 3. Coordinate with and assist the SLSU, through its research project team the protocol and mechanism to be established in the conduct of this proposed research project;
- 4. Ensure that SLSU has no unliquidated cash advance/fund transfers from DA;
- 5. Assign a Project Coordinator to handle coordination with SLSU in the implementation of the Research Project;
- 6. Issue a certificate of completion upon project completion.

### B. The SLSU shall:

- 1. Implement the sub-project in accordance with this MOA and project documents as are consistent herewith;
- 2. Notify PRDP in writing of any changes, delay or any concern relating to the delivery of its engaged services / expected results;
- 3. Produce the deliverables in accordance with the schedule provided. understood that the implementation period is to be reckoned upon the date when the fund is released.

### **ARTICLE III** SCHEDULE OF PAYMENT

The SLSU will receive One Million Pesos (PHP 1,000,000.00) in two (2) tranches based on the eight- month- work activities presented in the project proposal.

- A. First Tranche or 70% of the total amount equivalent to Seven Hundred Thousand Pesos (P 700,000.00)
  - 1. Signed MOA between PRDP and SLSU
  - 2. Approved SLSU Project Proposal with detailed Work and Financial Plan (Budget).
  - 3. Inception Report
- B. Second Tranche or 30% of the total amount equivalent to Three Hundred Thousand Pesos (P300,000.00)
  - 1. Midterm Research Report covering the progress of the different project activities
  - 2. At least 70% liquidation of the first tranche
  - 3. Certified true copies of supporting documents e.g. receipts, photo documentation



### **ARTICLE IV MISCELLANEOUS**

Mutual Obligation. -- The PRDP and SLSU agree to perform, fulfill, abide by and submit to any and all of the provisions, and requirements and all matters and things contained or expressed in this MOA, and those in documents made as integral parts of this MOA.

- **4.2** Agreement Period. -- This MOA takes effect on the date the fund is released and shall remain valid until the Parties have fulfilled all their respective obligations and undertakings as herein set forth, without prejudice to the application of provisions on unacceptable performance and delays.
- 4.3 Unacceptable Performance and Related Matters. -- In case of unacceptable performance (e.g. if the deliverables/output committed by SLSU and reflected in the proposals are not meant, unjustified delays and/or violation of the terms of this contract, or other program documents by the SLSU to discharge the defined activities stated in this MOA, the DA-PRDP PSO LUZON B shall cause the suspension of payment, as the case may be.
- **4.4 Progress Reporting, Monitoring and Acceptance.** -- All submitted accomplishments shall be validated, approved and accepted by the PRDP-PSO I-PLAN Component before payment shall be made.
- 4.5 Final report and other outputs, both technical and financial, shall be submitted to PRDP within one month after the end of the project period.
- 4.6 Integration -- PRDP and SLSU agree that this MOA expresses and integrates all agreements, promises and covenants of the parties and supersedes all prior negotiations, understanding and agreements, whether written or oral and that no modification or alteration of this MOA shall be valid or binding on either party unless expressed in writing and executed with or under the same formalities as this MOA.
- 4.7 Certificate of Availability of Funds attached as Annex "D".

IN WITNESS WHEREOF, the parties have hereunto set their signatures.

By:

VILMA M DIMACULANGAN

Project Director

PRDP Project Support Office Luzon B

DORACIE B. ZOUETA-NANTES, PhD

University President

Southern Luzon State University

Signed in the Presence of

REDELLIZA A. GRUEZO

Deputy Project Director

PRDP Projec Support Office Luzon A

MARISSA C. ESPERAL, Ph.D

VP-PREPD

Southern Luzon State University

## **ACKNOWLEDGEMENT**

Republic of the	Philippines)
/topuo	) S.S.

BEFORE ME, a Notary Public, personally appeared the following persons:

Name	Competent Evidence of Identity	Date/Place of Issue
VILMA M. DIMACULANGAN	Oniver's Ligense Mo. Oo1 - 96 - 109802	2018 / 10 / 5 Lipa City
DORACIE ZOLETA-NANTES	Driver's License No. X01-99-047539	2022/09/09/Lucena City

known to me to be the same persons who executed the foregoing Memorandum of Agreement and they have acknowledged that the same is their own free will, act and deed as principals that they represent.

WITNESS MY HAND AND SEAL, this \_\_\_\_\_ day of \_\_\_\_\_, at \_\_\_\_, Philippines.

**Notary Public** 

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