

Republic of the Philippines
DEPARTMENT OF SCIENCE AND TECHNOLOGY
General Santos Avenue, Bicutan, Taguig City

MEMORANDUM OF AGREEMENT

Program Title : **CY 2016 NSTW CELEBRATION**

Project Title : **Promotion, Souvenir Program and Special Events for the 2016 NSTW**

KNOWN ALL MEN BY THESE PRESENTS:

This MEMORANDUM OF AGREEMENT is made and entered into by and between

The **DEPARTMENT OF SCIENCE AND TECHNOLOGY** hereinafter referred to as “**DOST**”, a government entity existing and created under the laws of the Philippines with principal office address at DOST Complex, General Santos Avenue, Bicutan, Taguig City, Philippines, represented herein by its Undersecretary for R&D, **AMELIA P. GUEVARA**;

The **SCIENCE AND TECHNOLOGY INFORMATION INSTITUTE** hereinafter referred to as “**STII**”, a government entity and an attached agency of DOST, duly existing and created under the laws of the Philippines with principal office address at DOST Complex, General Santos Avenue, Bicutan, Taguig City, Philippines, represented herein by its Director and Chair, Committee on Promotions and Souvenir Program, **RICHARD P. BURGOS**, for the implementation of the above-cited project;

-and-

The **NATIONAL RESEARCH COUNCIL OF THE PHILIPPINES** hereinafter referred to as “**NRCP**”, a government entity and an attached agency of DOST, duly existing and created under the laws of the Philippines with principal office address at General Santos Avenue, Bicutan, Taguig City, Philippines, represented herein by its Executive Director, **MARIETA B. SUMAGAYSAY**, for the monitoring of the above-cited project;

WITNESSETH:

WHEREAS, the above-mentioned project was approved by the DOST –GIA Executive Committee on May 12, 2016;

NOW THEREFORE, for and in consideration of the foregoing premises, the PARTIES hereby agree to the following terms and conditions:

Marieta B. Sumagaysay
MARIETA B. SUMAGAYSAY
Executive Director, NRCP

Richard P. Burgos
RICHARD P. BURGOS
Director, STII

Amelia P. Guevara
AMELIA P. GUEVARA
Undersecretary for R&D

I. OBJECTIVES OF THE PROJECT

The project generally aims to provide support on publicity, promotions, and special events for the successful conduct of the 2016 NSTW celebrations. Specifically, it seeks to: (1) develop and package NSTW-related information; 2) disseminate NSTW information through various channels; 3) coordinate with different media establishments, individuals, and other organizations for wider exposure of events; 4) inform and motivate general public to participate in the NSTW and other S&T celebrations through various activities, channels, venues; and (5) print a souvenir program.

II. OPERATION OF THE PROJECT

The project shall be undertaken by **STII** in accordance with the approved project proposal (made part hereof as Annex "A") and shall be monitored by **NRCP**.

III. FUNDING ASSISTANCE TO THE PROJECT

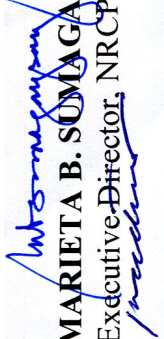
The DOST support to the Project shall be a total grant of **SIX MILLION FIVE HUNDRED FOURTEEN THOUSAND FOUR HUNDRED SIXTY FOUR PESOS (P6,514,464.00)**. The grant shall be expended as allocated in the approved Project Line-Item Budget (made part hereof as Annex "B"). The attached Revised Guidelines Governing the Grants-in-Aid Program of DOST (made part hereafter as Annex "C") shall govern the implementation of the Project.


The activities, operation of books of accounts and records of the project shall be subject to reasonable inspection by an authorized representative of DOST. The DOST System reserves the right to discontinue the project or its assistance at anytime for violation of the Grants Agreements, fraud or falsity in proponent's warranties and representation or upon determining that the results which were obtained or reasonably expected do not justify further activity.

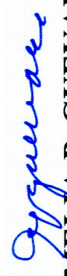
All income/interest derived from the project, if any, and all unexpended balance shall be reported immediately and remitted to DOST after the termination of the program/project.

IV. PROJECT DURATION

The Project shall be implemented for 7.5 months to cover the period 16 May to 31 December 2016. The Project shall be implemented during the said period or immediately after the release of the project funds.


MARIETA B. SUMAGAYSAY
Executive Director, NRCP


RICHARD P. BURGOS
Director, STII


AMELIA P. GUEVARA
Undersecretary for R&D

V. FUND RELEASE

Subject to the provisions of DOST M.C. No. 001 Series of 2011 entitled "Revised Guidelines on the Release of DOST Grant-In-Aid (GIA) Project Funds thru Issuance of ASA and Comprehensive NTA for Regional Offices, and Disbursement Voucher/Funding Check for Attached DOST Agencies", the project funds will be released directly by **DOST** to **STII** subject to fund availability and fund utilization.

VI. PROJECT PROPERTIES

In addition to the requirements or subject to the provisions of Paragraph 8 of DOST A.O. 006 Series of 2004 entitled Guidelines for the Grants-In-Aid Funds of the Department of Science and Technology and Its Agencies, i.e, Purchase, Ownership, & Accountability of Project Equipment and Other Properties, supplies, materials, and equipment authorized to be purchased using project funds shall be the direct responsibility of the Implementing Agencies subject to existing government accounting and auditing rules. The Project Leader shall be accountable for the equipment duly receipted until the physical transfer/donation or disposition of ownership, as determined by the **DOST**.

Purchase Documents of Equipment: Copies of the purchase documents with the corresponding Memorandum of Receipts, Inventory Report Form A (Inventory Report of Equipment under DOST-GIA) and the Acknowledgement Receipt of Equipment shall be submitted by the Implementing Agencies to the **DOST** Property Officer upon completion of the program.

Records of Equipment: The Implementing Agencies, Property Officers shall maintain a complete and updated record of all equipment purchased out of the grant funds. Inventory of equipment shall be conducted jointly by **DOST** and **NRCP** upon completion of the project.

Ownership of Equipment: All equipment purchased out of funds granted to the program shall exclusively belong to DOST as the Funding Agency. The said equipment may be donated subject to the conditions that **DOST** or person/entity designated by the **DOST** in its behalf shall have access to, and use such equipment for research, technical and administrative purposes. The maintenance cost of the donated equipment shall be shouldered by the receiving agency.

VII. ACCOMPLISHMENT REPORT AND RECOMMENDATIONS

In addition or subject to the requirements provided under Paragraph 6.3.3 of DOST A.O. No. 004 Series of 2008 entitled Amendment to A.O. No. 006, Series of 2004, otherwise known as the "Guidelines for the Grants-In-Aid Funds of the Department of Science and Technology and Its Agencies", the Implementing Agency shall acknowledge **DOST**'s and **NRCP**'s support and shall submit to **NRCP**, the technical terminal accomplishment and audited financial reports within three (3) months after the completion of the project. **NRCP** shall submit said reports to **DOST** within one (1) month after the receipt thereof.

MARIETA B. SUMAGAYSAY
Executive Director, NRCP

RICHARD P. BURGOS
Director, STII

AMELIA P. GUEVARA
Undersecretary for R&D

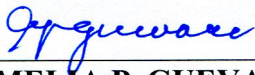
VIII. AMENDMENT CLAUSE

This MOA may be amended with the mutual written consent of the parties

IN CONSIDERATION of the mutual covenant set forth above, witness our signatures this _____ day of _____, 2016, at _____ Philippines.

Funding Agency:

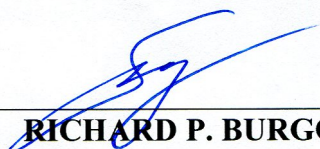
DEPARTMENT OF SCIENCE AND TECHNOLOGY




AMELIA P. GUEVARA
Undersecretary for R&D

Implementing Agency:

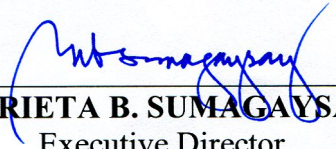
SCIENCE AND TECHNOLOGY INFORMATION INSTITUTE

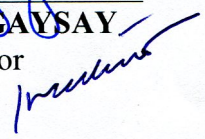


RICHARD P. BURGOS
Director and Chair,
Committee on Promotions and
Souvenir Program 


Monitoring Agency:

NATIONAL RESEARCH COUNCIL OF THE PHILIPPINES



MARIETA B. SUMAGAYSAY
Executive Director 

Certified Funds Available:



ROBERT PAULO T. LUMBATAN
OIC, DOST Accounting Division

2016-05-0824

P6-514.464-

ACKNOWLEDGEMENT

REPUBLIC OF THE PHILIPPINES) S.S.
CITY OF MANILA

Marieta B. Sumagaysay
MARIETA B. SUMAGAYSAY
Executive Director, NRCF

BEFORE ME, A Notary Public for and in **CITY OF MANILA**
this **JUN 02 2016** day of _____ personally appeared:

Government Issued
Identification

Date/Place
Issued

AMELIA P. GUEVARA

RICHARD P. BURGOS

MARIETA B. SUMAGAYSAY *Passport EC 1804405 8/5/14 DFA WCA State*

Known to me as the same persons who executed the foregoing instrument and they acknowledged to me that the same is their free and voluntary act and deed and that of the entities they respectively represent.

This instrument, consisting of five (5), including this page whereon this Acknowledgment is written, signed by the parties together with their instrumental witnesses one each every page thereof

WITNESS MY HAND AND SEAL on the date and place first above written.

Richard P. Burgos
RICHARD P. BURGOS
Director, STII

Amelia P. Guevara
AMELIA P. GUEVARA
Undersecretary for R&D

Doc. No. 58
Page No. 12
Book No. 574
Series of 7021

Arwin Jucod Sinaguinan
ATTY. ARWIN JUCOD SINAGUINAN
NOTARY PUBLIC
UNTIL DEC. 31, 2016
NOT. NO. 4921706
ISSUED AT MANILA
ISSUED ON JAN. 4, 2016

DEPARTMENT OF SCIENCE AND TECHNOLOGY

Project-Line-Item Budget


CY 2016

Program Title: : CY 2016 NSTW Celebration
 Project Title : Promotion, Souvenir Program and Special Events for 2016 NSTW
 Project Duration : May 16 - December 31, 2016
 Implementing Agency : STII
 Project Leader : Director Richard P. Burgos
 Chair, Committee on Promotions and Souvenir Program
 Monitoring Agency : NRCP

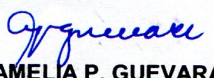
		COUNTERPART FUNDING	
		STII	DOST
I. PERSONAL SERVICES (PS)			
2 Information Officer I @ P22,259/mo. x 7 mos.	P	----	P 311,626.00
2 Science Aide @ P13,417/mo. x 7 mos.		----	187,838.00
TOTAL FOR PS	P	----	P 499,464.00
II. MAINTENANCE AND OTHER OPERATING EXPENSES (MOOE)			
Supplies and Materials (office supplies, gasoline, oil, lubricant, etc.)	P	25,000.00	P 200,000.00
Communication Expenses (prepaid cards, internet)		12,000.00	35,000.00
Postage and Delivery Expenses		10,000.00	100,000.00
Traveling Expenses (local)		25,000.00	200,000.00
Representation Expenses (food during presscons and meetings)		30,000.00	500,000.00
Advertising Expenses (print, online, mobile, etc.)			2,000,000.00
Printing and Binding Expenses		50,000.00	200,000.00
Rent Expenses (venue, equipment, vehicle for media people & studio)		----	160,000.00
Other Professional Services (voice talent for AVP presentaiton, AVPs for NSTW Theme, DOST projects, etc.)		----	220,000.00
Other MOOE (tokens for major events including GCs, etc.		50,000.00	400,000.00
TOTAL FOR MOOE	P	202,000.00	4,015,000.00
III. EQUIPMENT OUTLAY			
1 unit DSLR camera	P	----	P 165,000.00
1unit HD Camera		----	30,000.00
Camera Accessories (speedlite flashes, sliders w/ or w/o dollys,		----	90,000.00
1 pc. Handheld Video Stabilizers		----	15,000.00
1 unit Professional Drone Camera		----	80,000.00
1 pc. Wireless Video Microphone w/Recorders		----	20,000.00
1 pc. Lapel Microphones		----	50,000.00
1 unit Laptop (hi-end)		----	200,000.00
1 unit Large Format Printer 44"		----	460,000.00
Wireless Communication System		----	300,000.00
1 unit Video Switcher w/hard case		----	150,000.00
2 units TV Flat screen (40-inch monitor)		----	40,000.00
1 unit HDD and DVD player/recorder		----	40,000.00
1 unit Utility Box (for audio/video equipment transport)		----	75,000.00
1 set Teleprompter (presidential)		----	180,000.00
1 set Hyperdeck Shuttle 2		----	30,000.00
1 set Hyperdeck Studio 2		----	75,000.00
TOTAL FOR EO	P	----	P 2,000,000.00
GRAND TOTAL	P	202,000.00	6,514,464.00 *

*Chargeable against the CY 2016 DOST-GIA A.IIb.1(d)

Certified Correct:


MARIDON O. SAHAGUN
 Chief, Special Projects Division

Approved for EXECOM:


AMELIA P. GUEVARA
 Undersecretary for R&D