

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

MEMORANDUM OF AGREEMENT

2017010055

**Project Title: One Expert (1E): A One-Stop Portal for Science and Technology Consultancy and Technical Services - STII Component**

**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 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 Undersecretary, **ROWENA CRISTINA L. GUEVARA**;

The "**SCIENCE AND TECHNOLOGY INFORMATION INSTITUTE**", with official address at STII Building, DOST Complex, General Santos Ave. Bicutan Taguig City, Philippines, represented herein by its Director, **RICHARD P. BURGOS**, hereinafter referred to as the "**STII**";

-and-

The **PHILIPPINE COUNCIL FOR INDUSTRY, ENERGY AND EMERGING TECHNOLOGY RESEARCH AND DEVELOPMENT** hereinafter referred to as "**PCIEERD**", a government entity and an attached agency of DOST, duly existing and created under the laws of the Philippines with principal office address at Bicutan, Taguig City, Philippines, represented herein by its Executive Director, **CARLOS PRIMO C. DAVID**, for the implementation and monitoring of the above-mentioned program.

**WITNESSETH:**

**WHEREAS**, the above-mentioned project was approved by the DOST Executive Committee during its meeting on 15 September 2016;

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

CERTIFIED TRUE COPY OF THE ORIGINAL:

*[Signature]*

*[Signature]*  
RICHARD P. BURGOS  
Director, STII

*[Signature]*  
ROWENA CRISTINA L. GUEVARA  
Undersecretary for R&D, DOST

*[Signature]*  
CARLOS PRIMO C. DAVID  
Executive Director, PCIEERD



## OBJECTIVES OF THE PROJECT

The project aims to strengthen the delivery of S&T services to effectively and efficiently address the requirements of business and industry, in particular the micro, small and medium enterprises (MSMEs), as well as local government units (LGUs), higher education institutes (HEIs), non-government organizations (NGOs), people's organizations and others.

It specifically aims to:

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1. Establish a nationwide network of S&T experts.
2. Improve access to technology databases.
3. Develop an online facility for accessing the pool of S&T experts as well as technology databases.
4. Encourage involvement of local scientists, researchers, engineers, inventors and other technical people from both the public and private sectors in addressing S&T problems of the country.
5. Enhance the use of ICT in the delivery of government programs, projects and services.
6. Deploy S&T personnel to the countryside to facilitate delivery of S&T services.

## II. OPERATION OF THE PROGRAM


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

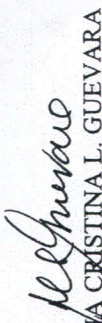
## III. DOST ASSISTANCE

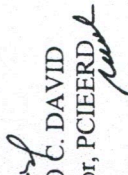
The DOST support to the Program shall be a total grant of **TWENTY FOUR MILLION EIGHTY THOUSAND TWO HUNDRED EIGHT PESOS (P24,080,208.00)** with an initial Y1 grant to the project of **THREE HUNDRED SEVENTY SEVEN THOUSAND PESOS (P377,000.00)** to be expended as allocated in the approved Project Line-Item Budget (made part hereof as Annex "B"). The attached Revised Guidelines Governing the Grants-in-Aid Program of DOST (made part hereof 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** and/or **PCIEERD**. The DOST System reserves the right to discontinue the project or its assistance at any time 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.

CERTIFIED TRUE COPY OF THE ORIGINAL.

  
RICHARD P. BURGOS  
Director, STII

  
ROWENA CRISTINA L. GUEVARA  
Undersecretary for R&D, DOST

  
CARLOS PRIMO C. DAVID  
Executive Director, PCIEERD



All income/interest derived from the program/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

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The project shall be completed within a period of **TWO (2) YEARS** with the initial grant covering the period 01 October 2016 to 30 September 2017. The project shall be implemented during the said period or immediately after the release of project funds.

#### 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 financial grant shall be released by **DOST** to the **STII** and **PCIEERD** subject to availability of funds.

#### VI. PROJECT PROPERTIES

Subject to the provisions of Paragraph 8 of DOST A.O. 005 Series of 2013 entitled, "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 Program/Project leader shall be accountable for the equipment duly receipted until the physical transfer/donation or disposition of ownership, as determined by the **DOST**.

*Intellectual Property:* Ownership and utilization of IPs and IPRs resulting from the program/project shall be governed by the Philippine Technology Transfer Act of 2009.

*Purchase Documents of Equipment:* Copies of the purchase documents with the corresponding Property Acknowledgment Receipt (PAR) and Memorandum of Receipts, Inventory Report Form A (Inventory Report of Equipment under DOST-GIA) shall be submitted by the Implementing Agency to the **DOST** Property Officer **within 15 days** upon delivery.

*Records of Equipment:* The DOST and Implementing Agency's Property Officer/s shall maintain a complete and updated record of all equipment purchased out of the grant funds. Inventory of equipment shall be conducted by **DOST/PCIEERD** upon completion of the project.

*Ownership of Equipment:* The DOST shall own all equipment purchased through grant funds until such are transferred to other projects or implementing

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2013

RICHARD P. BURGOS  
Director, STII

ROWENA CRISTINA L. GUEVARA  
Undersecretary for R&D, DOST

CARLOS PRIMO C. DAVID  
Executive Director, PCIEERD



institution. Upon request, the ownership of equipment may be transferred subject to the approval from Funding Agency. The Funding Agency reserves the right to transfer ownership of such government equipment through Invoice Receipt/s for Property (IRPs) or execution of Deed/s of Donation subject to existing government accounting and auditing laws, rules and regulations.

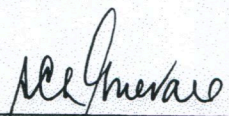
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## VII. ACCOMPLISHMENT AND FINANCIAL REPORTS

Subject to the provisions of Paragraph 6.2 and 6.3 of DOST A.O. No. 005 Series of 2013, the Implementing Agency shall submit to **PCIEERD** the technical terminal accomplishment and audited financial reports within three (3) months after the completion of the project. **PCIEERD** shall submit said reports together with their appraisal report to **DOST** within one (1) month after the receipt thereof. It shall likewise acknowledge **DOST's** and **PCIEERD's** support in relevant project-related activities.

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

### DEPARTMENT OF SCIENCE AND TECHNOLOGY

  
\_\_\_\_\_  
**ROWENA CRISTINA L. GUEVARA**  
Undersecretary for R&D

Implementing Agency:

### SCIENCE AND TECHNOLOGY INFORMATION INSTITUTE

  
\_\_\_\_\_  
**RICHARD P. BURGOS**  
Director

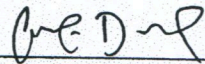
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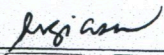
Monitoring Agency:

**PHILIPPINE COUNCIL FOR INDUSTRY, ENERGY AND EMERGING  
TECHNOLOGY RESEARCH AND DEVELOPMENT**

  
**CARLOS PRIMO C. DAVID**  
Executive Director *Paul*


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Certified Funds Available:

  
**HELEN V. GIANAN**  
Chief Accountant

62-2816-10-1990 ST11 245,520 -  
Yr. 2017 = \$12,500 - (GIA app.)  
- 2018 - 11 - \$12,500 -

WITNESSETH:

  
**ROWEN R. GELONGA**  
Project Leader and Regional Director, DOST Region VI

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ACKNOWLEDGEMENT

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

2017010055

BEFORE ME, A Notary Public for and in CITY OF MANILA  
this \_\_\_\_\_ day of DEC 28 2016 personally appeared:

Government Issued  
Identification

Date/Place  
Issued

ROWENA CRISTINA L. GUEVARA

RICHARD P. BURGOS *Driver's License No. N03-97-238885 18 June 2015; Taguig City*

CARLOS PRIMO C. DAVID

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 six (6) 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.

Doc. No.  
Page No.  
Book No.  
Series of

73  
15  
SM  
2016

ATTY. ARWIN JUCO SINAGUAN  
NOTARY PUBLIC  
UNTIL DEC. 31, 2016  
PTR NO: 4921706  
ISSUED AT MANILA  
ISSUED ON JAN. 4, 2016

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**DEPARTMENT OF SCIENCE AND TECHNOLOGY**  
**Project Line-Item Budget**  
**CY 2016**

Project Title : One Expert (1E): A One-Stop Portal for Science and Technology Consultancy and Technical STII Component  
Current Duration : 01 October 2016 to 30 September 2017 (Y1 of 2 Years)  
Implementing Agencies : DOST Regional Office No. VI (Lead), TAPI, STII, NRCP, DOST Regional Offices  
Project Leader : Engr. Rowen R. Gelonga  
Monitoring Agency : PCIEERD

DOST-GIA  
Counterpart

**Personal Services**

Direct Cost

Honoraria

One (1) Project Staff (L3) @ P7,500/mo x 12 mos.

One (1) Project Staff (L2) @ P6,000/mo x 12 mos

**Sub-total for PS**

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P	90,000.00
	72,000.00
P	<u>162,000.00</u>

**II. Maintenance and Other Operating Expenses**

Direct Cost

Office Supplies and Materials

Traveling Expenses

Communications Expenses

Representation Expenses (Trainings, Meetings, Seminars)

**Sub-Total for MOOE**

P	30,000.00
	20,000.00
	20,000.00
	10,000.00
P	<u>80,000.00</u>

**III. Equipment Outlay**

One (1) unit PC with Printer, Windows OS @ P40,000/unit

One (1) unit Laptop, Windows OS @ P40,000/unit

One (1) unit Notebook, Mac OS @ P55,000/unit

**Sub-Total for EO**

P	40,000.00
	40,000.00
	55,000.00
P	<u>135,000.00</u>

**GRAND TOTAL**

P	<u><u>377,000.00</u></u> *
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\* Chargeable against the following:

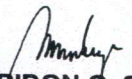
CY 2016 DOST-GIA III b.1 (d)

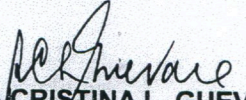
CY 2017 DOST-GIA III b.1 (d)

P	255,500.00
	121,500.00
P	<u>377,000.00</u>

Certified Correct:

Approved By EXECOM:

  
**MARIDON O. SAHAGUN**  
Chief, Special Projects Division

  
**ROWENA CRISTINA L. GUEVARA**  
Undersecretary for R&D

DOST-EXECOM Approval: 15 September 2016

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2013