

DEPARTMENT OF SCIENCE AND TECHNOLOGY

Project Line-Item Budget


CY 2019

0011904-1271

Program Title : Mainstreaming Knowledge Management for AANR (KM4AANR)  
 Project 3 Title : Establishing DOST-PCAARRD Knowledge Networks of e-Libraries  
 Implementing Agency : Department of Science and Technology - Science and Technology Information Institute (DOST-STII)  
 Total Duration : 01 March 2019 - 31 August 2020 (18 months)  
 Cooperating Agency : DOST-PCAARRD and its Consortia  
 Program Leader : Richard Amansec  
 Project Leader : Alan C. Taule  
 Monitoring Agency : DOST-PCAARRD

	Counterpart Funding		TOTAL
	DOST-STII	DOST-PCAARRD	
<b>I. Personal Services</b>	P	P	
<u>Direct Cost</u>			
<u>Salaries</u>			
Three (3) Computer programmer II @ P34,812.00/mo x 12 mos		1,253,232.00	1,253,232.00
One (1) Science Research Specialist II @ P38,118.00 mo x 18 mos		686,124.00	686,124.00
Two (2) Project Assistant I @ P19, 538.40/mo x 18 mos		703,382.40	703,382.40
<u>Honoraria</u>			
One (1) Project Leader @ P8,800.00/mo x 18 mos		158,400.00	158,400.00
Two (2) Project Staff Level I 2 P4,800/mo x 18 mos		172,800.00	172,800.00
<u>Indirect Cost</u>			
<u>Salaries</u>			
One (1) Chief SRS @20% of P83,406/mo x 18 mos	300,261.60		300,261.60
Three (3) SRS II @ P33,584.00/mo x 18 mos	362,707.20		362,707.20
<b>Sub-total for PS</b>	P 662,968.80	P 2,973,938.40	3,636,907.20
<b>II. Maintenance and Other Operating Expenses</b>			
<u>Direct Cost</u>			
Traveling Expenses		461,568.00	461,568.00
Supplies and Materials Expenses		100,000.00	100,000.00
Communication Expenses (mobile, postage, etc.)		15,000.00	15,000.00
Representation Expenses		390,000.00	390,000.00
Other Professional Services (notarial fee)		4,000.00	4,000.00
Rent Expenses (Motor vehicle)		50,000.00	50,000.00
<u>Indirect Cost</u>			
Utilities Expenses	30,000.00		30,000.00
<b>Sub-Total for MOOE</b>	P 30,000.00	P 1,020,568.00	1,050,568.00
<b>III. Equipment Outlay</b>			
	P	P	
	P	P	
<b>Sub-Total for EO</b>	P	P	
<b>GRAND TOTAL</b>	P 692,968.80	P 3,994,506.40	4,687,475.20

Prepared by:

  
 RICHARD E. AMANSEC  
 Program Leader

Approved by:

  
 REYNALDO V. EBORA  
 Acting Executive Director, DOST-PCAARRD

Certified Funds Available:

Republic of the Philippines  
DEPARTMENT OF SCIENCE AND TECHNOLOGY  
Philippine Council for Agriculture, Aquatic and Natural Resources Research and  
Development  
Los Baños, Laguna

**MEMORANDUM OF AGREEMENT**

Program Title: Mainstreaming Knowledge Management for the Agriculture, Aquatic and Natural Resources (KM4AANR) Sector

Project Title: Establishing DOST-PCAARRD Knowledge Network of e-Libraries

**KNOW ALL MEN BY THESE PRESENTS:**

This MEMORANDUM OF AGREEMENT ("Agreement") is made and entered into by and between:

The **PHILIPPINE COUNCIL FOR AGRICULTURE, AQUATIC AND NATURAL RESOURCES RESEARCH AND DEVELOPMENT(PCAARRD)**, hereinafter referred to as "**DOST-PCAARRD**", a government entity duly existing and created under the laws of the Philippines with principal office address at Los Baños, Laguna, Philippines, represented herein by its Acting Executive Director, **DR. REYNALDO V. EBORA**;

-and-

The **SCIENCE AND TECHNOLOGY INFORMATION INSTITUTE**, hereinafter referred to as "**STII**," with principal office at DOST Compound, General Santos Avenue, Bicutan 1631, Taguig, Metro Manila and represented herein by its director, **MR. RICHARD P. BURGOS**;


**WITNESSETH:**


**WHEREAS**, the above mentioned project was approved by the DOST-PCAARRD Governing Council during its 41<sup>st</sup> regular meeting on February 11, 2019 at DOST-PCAARRD, Los Baños, Laguna;


**WHEREAS**, the above-mentioned non-R&D project hereinafter referred to as the "Establishing DOST-PCAARRD Knowledge Network of e-Libraries" is a component project of the "Mainstreaming KM4AANR" program approved during the said meeting.

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

  
**CAROLINA T. BOSQUE**  
Chief Accountant  
DOST-PCAARRD

  
**ALAN C. TAULE**  
Project Leader  
DOST-STII

  
**MELVIN B. CARLOS**  
Deputy Executive Director-ARMSS  
DOST-PCAARRD

  
**RICHARD P. BURGOS**  
Director  
DOST-STII

  
**REYNALDO V. EBORA**  
Acting Executive Director  
DOST-PCAARRD



I. OBJECTIVES OF THE PROJECT

The e-Library is recognized as one of the Knowledge Management tools to capture, codify, share, and apply PCAARRD-generated knowledge products and resources. With the R&D Consortia as one of the stakeholders in the PCAARRD's KM4AANR, there is a pressing need to manage the resources of DOST-PCAARRD and its consortia in a common library management system for easy access and retrieval within a knowledge management framework.

*Carolina T. Bosque*  
CAROLINA T. BOSQUE  
Chief Accountant  
DOST-PCAARRD

This project seeks to address this need through the assistance of DOST-STII, being the proponent and leader of the ongoing project, *Developing the DOST-PCAARRD Innovation and Technology Center e-Library*, which is ending in April 2019. It aims to establish the DOST-PCAARRD knowledge network of libraries through customization and deployment of the Science Library Integrated Management System (SLIMS) to the R&D consortia (base agencies) for a more effective management and content development of the DOST-PCAARRD e-Library.

*Alan C. Taule*  
ALAN C. TAULE  
Project Leader  
DOST-STII

Specifically, it aims to:

1. Deploy and install the library management system (SLIMS) to DOST-PCAARRD consortia;
2. Capacitate DOST-PCAARRD consortia personnel on organizing, processing, and managing information resources in AANR using SLIMS;
3. Digitize knowledge products and resources in AANR; and
4. Populate the SLIMS database by uploading available knowledge products and resources in AANR and integrate them into the overall KM4AANR system.

*Melvin B. Carlos*  
MELVIN B. CARLOS  
Deputy Executive Director - ARMS  
DOST-PCAARRD

II. OPERATION OF THE PROJECT

The Project shall be undertaken by DOST-STII in accordance with the approved project proposal(made part hereof as Annex "A") and the Revised DOST-GIA Guidelines (A.O. 009 S. of 2017) and shall be monitored by DOST-PCAARRD.

*Richard P. Burgos*  
RICHARD P. BURGOS  
Director  
DOST-STII


III. FUNDING ASSISTANCE

DOST-PCAARRD shall provide grant in the amount of THREE MILLION NINE HUNDRED NINETY-FOUR THOUSAND, FIVE HUNDRED SIX PESOS and 40/100 PESOS (P3,994,506.40) for 18 months with an initial Year 1 grant of PhP 3,119,937.60 for CY2019 and PhP874,568.80 for CY 2020 to be expended as allocated in the approved Project Line-Item Budget (made part hereof as Annex "B:"). Guidelines on the Grants-in-Aid Program as may be determined by DOST-PCAARRD shall govern the implementation of the Project.

*Reynaldo V. Ebor*  
REYNALDO V. EBORA  
Acting Executive Director  
DOST-PCAARRD

The activities, operation of the books of accounts and records of the project shall be subject to reasonable inspection by authorized representatives of DOST-PCAARRD.

DOST-PCAARRD reserves the right to discontinue the projects or its assistance at any time for cause as determined by the DOST-PCAARRD, to include but not be limited to, violation of the Grant Agreements, fraud or falsity in DOST-STII's warranties and representation as provided by the proponent or upon determining that the results which were obtained or reasonably expected do not justify further activity.

  
CAROLINA T. BOSQUE  
Chief Accountant  
DOST-PCAARRD

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


#### IV. PROJECT DURATION

The project shall be completed within a period of eighteen (18) months with the Year 1 implementation covering the period March 1, 2019 to August 30, 2020. Parties shall agree on the starting date of implementation which shall not be later the date of receipt of funds by DOST-STII.

  
ALAN C. TAULE  
Project Leader  
DOST-STII

#### V. FUND RELEASE AND UTILIZATION

The financial grant shall be released by DOST-PCAARRD to DOST-STII, subject to applicable rules and regulations and availability of funds.

  
MELVIN B. CARLOS  
Deputy Executive Director-ARMSS  
DOST-PCAARRD


DOST-STII shall abide by the applicable rules and regulations on disbursement and utilization as mandated by DOST-PCAARRD, to include in particular but not limited to, rules on direct and indirect costs.

#### VI. PROJECT PROPERTIES

*Project References:* Mention of above-stated project in any and all publication, literature and information materials in whatever media form shall state reference to DOST-PCAARRD as project Funding Agency and DOST-STII as the Implementing Agency. Failure on the part of any party to comply with this provision shall be ground for written documented protest; further, repeated non-compliance with this provision by one party shall allow the aggrieved party to inform affected third parties in writing and require proper attribution through publication, with cost charged against the offending party.

  
RICHARD P. BURGOS  
Director  
DOST-STII

*Intellectual Property(IP):* Ownership and utilization of IPs and Intellectual Property Rights (IPRs) resulting from the project shall be governed by the Philippine Technology Transfer Act of 2009. DOST-STII and the Project Leader acknowledge that they have read, understood and hereby agree to be bound by the provisions of the said Act. In case of conflict with other laws, rules and regulations, the said Act shall prevail.

  
REYNALDO V. EBORA  
Acting Executive Director  
DOST-PCAARRD

*Records of Equipment.* The Property Officer/s of DOST-PCAARRD and DOST-STII shall maintain a complete and updated record of all equipment purchased out of the grant funds. Inventory of equipment shall be conducted by DOST-PCAARRD during



*Ownership of Equipment:* DOST-PCAARRD shall initially own all equipment, including but not limited to the fabricated equipment, under its account until it may deem fit to transfer the same to other projects or implementing institutions, subject to existing government accounting and auditing rules. DOST-STII shall be accountable for the equipment duly receipted until the physical transfer/donation or disposition of ownership, as determined by DOST-PCAARRD.

  
CAROLINA T. BOSQUE  
Chief Accountant  
DOST-PCAARRD

Upon request, the ownership of equipment may be transferred subject to the approval from DOST-PCAARRD. DOST-PCAARRD reserves the right to transfer ownership of such government equipment subject to existing government accounting and auditing laws, rules and regulations.

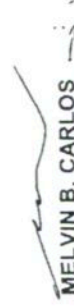
  
ALAN C. TAULE  
Project Leader  
DOST-STII

**VII. ACCOMPLISHMENT AND FINANCIAL REPORTS**

DOST-STII shall submit to DOST-PCAARRD all technical and financial reports as mandated by DOST-PCAARRD, pursuant to applicable rules and regulations. DOST-STII shall likewise acknowledge the assistance of DOST-PCAARRD in relevant project-related activities.

**VIII. GENERAL PROVISIONS**

*Amendment:* This Agreement may only be amended in writing and by mutual consent of both parties.

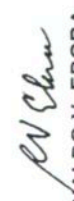
  
MELVIN B. CARLOS  
Deputy Executive Director-ARM/ISS  
DOST-PCAARRD

*Authority to Sign:* Each person signing this agreement represents and warrants that he/she is duly authorized to sign this agreement. In the unlikely event that the person signing for the other party is not authorized to do so, the latter agrees to hold the other party/ies harmless for any cause of consequence of the absence/lack of authority to sign.

*Arbitration:* All disputes arising between and among the parties as to interpretation, operation or effect of any clause in the Agreement or any other difference between the parties shall first be resolved amicably. In the case of failure, the Rules on Alternative Dispute Resolution (ADR) between the national government agencies under Republic Act No. 9285 shall apply.

  
RICHARD P. BURGOS  
Director  
DOST-STII

*Indemnification:* Each party shall indemnify, hold free and harmless, and defend at its own expense, the other party/ies from and against all suits, claims, demands, and liabilities of any nature or kind, arising out of acts or omissions of the former, in the performance of any activity in connection with the project, including those that may be initiated by its employees, workers, agents, subcontractors, or by any other entity or persons against said party by reason of or in connection to the project.

  
REYNALDO V. EBORA  
Acting Executive Director  
DOST-PCAARRD

*Venue:* The parties further agree that in case of legal action requiring court litigations that may arise in the enforcement of this Agreement, the venue of court litigation shall be in the Court of Competent Jurisdiction sitting in Los Baños, Laguna only.

*Separating Clause:* If any part or provision of this Agreement is held invalid or unconstitutional, the other provisions not affected thereby shall remain in force and in effect.


**IX. COMPLIANCE WITH LAWS AND POLICIES**

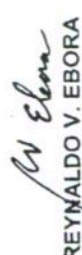
DOST-STII shall comply with the provisions of the Philippine Technology Transfer Act of 2009 (Republic Act No 10055 and its Implementing Rules and Regulations (Joint DOST-IPO Administrative Order No. 02-2010), Guidelines on Intellectual Property Valuation, Commercialization and Information Sharing (Joint DOST-DTI-IPOPHL A.O. No. 001 S. of 2012), DOST Intellectual Property Policy (DOST A.O. NO 004 S. of 2015), Technology Transfer Protocol (A.O. No. 009 S. of 2015), Intellectual Property Management Protocol (DOST A.O. 004 S. of 2016), Guidelines on the Constitution of the Fairness Opinion Board (FOB) and the Issuance of Fairness Opinion Report (FOR) under R.A. No. 10055 (DOST Memorandum Circular No. 003 S. of 2015), Guidelines on the Fast-Tracked Issuance of FOR under R.A. No. 10055 (DOST M.C. No. 007, S. of 2016), adoption of the DOST Data Sharing Policy (DOST A.O. No. 003 S. of 2015) and its Implementing Guidelines, the DOST Administrative Order No. 009 S. of 2017 (Revised DOST-GIA Guidelines) and other applicable, laws, rules and policies.

  
**CAROLINA T. BOSQUE**  
Chief Accountant  
DOST-PCAARRD

  
**ALAN C. TAULE**  
Project Leader  
DOST-STII

  
**MELVIN B. CARLOS**  
Deputy Executive Director-ARMSS  
DOST-PCAARRD


  
**RICHARD P. BURGOS**  
Director  
DOST-STII

  
**REYNALDO V. EBORRA**  
Acting Executive Director  
DOST-PCAARRD

IN CONSIDERATION of the mutual covenant set forth above, witness our signatures  
this ~~day of~~ **MAR 29** 2019, 2019, at Los Baños, Laguna, Philippines.

**Funding Agency:**

1011904-1271



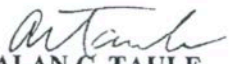
**REYNALDO V. EBORA**  
Acting Executive Director  
DOST-PCAARRD

**Implementing Agency:**



**RICHARD P. BURGOS**  
Director, DOST-STII

**WITNESSES:**

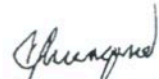
  

**ALAN C. TAULE**  
Chief, Information Resources  
and Analysis Division (IRAD)

**MELVIN B. CARLOS**  
Deputy Executive Director-ARMSS  
DOST-PCAARRD

**Certified Funds Available:**



**CAROLINA T. BOSQUE**  
Chief Accountant  
DOST-PCAARRD



ACKNOWLEDGMENT

REPUBLIC OF THE PHILIPPINES)  
MUNICIPALITY OF LOS BAÑOS } S.S.

3011904-1271

BEFORE ME, A NOTARY PUBLIC for Los Baños, Laguna, Philippines,  
personally appeared on MAR 29 2019 the following persons presenting to me  
their respective Competent Evidence of Identity as indicated below:

<u>NAME</u>	<u>IID NO.</u>	<u>DATE/PLACE ISSUED</u>
REYNALDO V. EBORA	Passport Number S0005685A	August 17, 2017 / DFA Manila
RICHARD P. BURGOS	Driver's License No. N03-97-238885	July 2017/Taguig City

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

This instrument, consisting of seven (7) pages, including this page whereon this Acknowledgement is written, are signed by the parties together with their instrumental witnesses on each and every page thereof.

TO THE TRUTH OF THE FOREGOING, witness now my hand and seal on the date and place first above written.

ATTY. ELENO O. PERALTA

Notary Public Until December 31, 2019

Calamba City, Los Baños, Bay. Catagan, Laguna

PTR No. 6809834 / 01-03-19, 2018, No. 35890 / May 1986

IBP No. 060711 / 01-04-19, Not. Com. No. 17-2018-C

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