



Republic of the Philippines
Department of Education

PROJECT: Procurement of Service Providers for the Conduct of Institution-Based Summer Training Program for Secondary School Teachers on SPED

MOA NO: 2019-04-BLD3(001&002)-BV-NPAA011-MOA011

MEMORANDUM OF AGREEMENT

This Agreement for the Training Institution Services is made and entered into by and between:

The **DEPARTMENT OF EDUCATION**, a government entity mandated by the law, particularly B.P. 232 otherwise known as the "Education Act of 1982" as amended by Republic Act No. 9155, otherwise known as, "Governance of Basic Education Act of 2001", with office address at DepEd Complex, Meralco Avenue, Pasig City, represented herein by its Assistant Secretary for Curriculum and Instruction, **DR. ALMA RUBY C. TORIO**, herein referred to as the "**DepEd**", of the one part;

and

The **MARIANO MARCOS STATE UNIVERSITY**, a state institution of higher learning, with principal office address at Brgy. 16 Quiling Sur, City of Batac, Ilocos Norte represented herein by its President, **DR. SHIRLEY C. AGRUPIS** herein referred to as "**MMSU**", of the other part;

WITNESETH: That

Whereas, the **DepEd**, through the Bureau of Learning Delivery (BLD), is in need of a service provider for the Institution-Based Summer Training Program for Secondary School Teachers on Special Education Program (SPED);

Whereas, **MMSU** which is certified that: a) has the mandate to render the services and facilities required for this project; and b) has complied with all the required general conditions as provided for in Annex H of the CY 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act (R.A) 9184 or the *Government Procurement Reform Act* on Agency -to-Agency Procurement;

Whereas, the services of the **MMSU** were procured by **DepEd**, through the BLD, under the Resolution to Award No. **2019-04-BLD3(001&002)-BV-NPAA-011**;

ACCORDINGLY, for and in consideration of the above premises, the Parties hereto agree as follows:

Part I. Description of the Project

The project known as Institution-Based Summer Training Program (IBSTP) for Secondary Schools Teachers on Special Education in the different programs for as Learners with Hearing Impairment, Emotional Behavioral Disorder, Autism and Visual Impairment will be conducted for twenty-five (25) days. This customized training program with equivalent units leading to Master's Degree is designed to equip teachers with knowledge and skills on various educational programs and services appropriate for learners with special educational needs.

Part II. Duties and Responsibilities

A. Of DepEd

1. Coordinates with **MMSU** from time to time as the need arises for the purpose of maintaining efficient and effective liaison and public work relations to ensure that the needs of the scholars within the framework of the scholarship grant are met.
2. Evaluates the scholarship program to institute the necessary changes/adjustments.
3. Disseminates the program to all regions/divisions of the educational system.
4. Suggests necessary technical human resources such as number of professors, coordinator as required for the effective implementation of program plans.
5. Conducts briefing and debriefing session for scholars.

B. Of MMSU

1. Conducts the **Second Phase Summer Training Program for Secondary School Teachers**.
2. Credits the **three (3)** subjects which are equivalent to 9 units towards master's degree.
3. Provides **Official Transcript of Records (TOR)** for the 18 units earned upon compliance of the requirements in the Graduate School and a **Certificate of Participation** for those none compliant or not able to submit their honorable dismissal.
4. Coordinates with **DepEd** on all matters concerning the scholarship program including the planning and programming of curricular offerings.
5. Arranges schedules for laboratory experience or practicum work.
6. Provides and ensures qualified professors and facilities for the effective implementation of the program such as laboratory, library, guidance and counseling services and the like.
7. Submits to **DepEd** at the end of each program a **TECHNICAL REPORT** with information concerning scholar's performance and behavior affecting the program and discusses matter of importance requiring immediate attention and remediation.
8. **MMSU** shall be liable for the attendance of grantees and shall not allow grantees to take a leave of absence for the entire session, stop or drop the course already paid for without prior approval of **DepEd** and **MMSU** authorities, except for emergencies.



9. **MMSU** shall facilitate the submission of the technical report of the Institution-Based Training Program (IBSTP) documents to **DepEd**, Central Office.
10. Provides facilities and venue for classes and other program-related activities within the duration of the training program.

Part III. Payment

For the services rendered and subsequent billing to the **Mariano Marcos State University (MMSU)** in the total amount of **Nine Hundred Forty-five Thousand Pesos (Php 945, 000.00)** only, inclusive of VAT.

Service Provider	No. of Grantees	Number of Days	Amount(in PhP.)
Mariano Marcos State University (MMSU)	63	25 days	15,000.00/grantee

The line item budget for the project is as follows:

Enrolment Fees (Tuition Fees, Registration Fee, Library Fee, Medical/Dental Fee, Student Body Organization Fee, Guidance Fee, University Organ Fee)	401,940.00
Operating Cost	
Professional Fees	
- Honorarium for Faculty/Resource/Affiliate Faculty	200,000.00
- Salary for Project Staff (4) 2 staff for 3 months 2 staff for 1 month	88,000.00
Enhancement Activities (Off-campus Activities, Field Trips, Socialization)	75,000.00
Supplemental Materials	20,060.00
Miscellaneous (Food and Accommodation of Resource Speakers/DepEd Officials, Tokens, Travel Expenses and other incidental expenses)	40,000.00
Support Staff Incentives	30,000.00
Administrative Cost	90,000.00
GRAND TOTAL	945,000.00

Part IV. Duration

MMSU shall serve as service provider in the Institution-Based Summer Training Program for Secondary School Teachers of **BLD-DepEd**, within the duration period.

Part V. Data Privacy

Any data and information gathered, obtained, used, or processed in relation to the Agreement, which are covered by the Data Privacy Act and other relevant rules and regulations should accordingly be protected and treated with confidentiality and privacy during and even after the termination of the Agreement.

IN WITNESS whereof, the parties hereto have caused this Agreement to be executed in accordance with the laws of the Republic of the Philippines this ____, day of JUL 23 2019 2019 in the City of PASIG CITY Philippines.

SIGNED, SEALED AND DELIVERED BY:



DR. ALMA RUBY C. TORIO
Department of Education


DR. SHIRLEY C. AGRUPIS
Mariano Marcos State University

SIGNED IN THE PRESENCE OF:


LEILA P. AREOLA
DepEd's WITNESS

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DR. VIRGILIO JULIUS P. MANZANO, JR.
MMSU'S WITNESS

FUNDS AVAILABLE:  MA. RHUNNA L. CATALAN Chief Accountant	OS NO.: _____ Amount: _____
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4-15-3000 (BLD-SID)
210500 10000 1000 PART. ODD-
ALLOTMENT AVAILABLE


SELWYN C. BRIONES
Supervising Administrative Officer
OIC, Budget Division

BCN # 250 ✓

ACKNOWLEDGEMENT

BEFORE ME, a Notary Public in and for Pasig City, Metro Manila, Philippines, this JUL 23 2019 day of _____, _____ personally appeared the following and presented their competent proof of identification:

Name	Any Government I.D.		
	I.D.	ID No.	Expiry Date
DR. ALMA RUBY C. TORIO Assistant Secretary Department of Education	Passport	S0015136A	06 May 2024
DR. SHIRLEY C. AGRUPIS President Mariano Marcos State University	MMSU ID	IP-0334	

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

The foregoing instrument is an AGREEMENT consisting of five (5) pages (exclusive of attachments), including this page on which this acknowledgment is written and signed by the parties hereto and their instrument witness on the left hand margin of each and every page hereof.

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

Doc. No. 210
Page No. 43
Book No. XCLX
Series of 19

Edwin C. Condaya
ATTY. EDWIN C. CONDAYA
NOTARY PUBLIC
PASIG CITY, METRO MANILA, PHILIPPINES
Until December 31, _____
UNTIL DEC. 31, 2019
PTR NO. 3826099 / 1-03-19
IBP NO. 019004 / 12-19-17 / UNTIL 2019
ROLL NO. 26883
TIN NO. 210-588-191-000
MCLE V-0004493
2ND FLOOR ARMAL BLDG. URBANO
VELASCO AVE. MALINAO PASIG CITY