



CONTRACT AGREEMENT

THIS AGREEMENT, made this 16TH day of *August* 2021 between **AGRICULTURAL TRAINING INSTITUTE** with office address at *Elliptical Road, Diliman, Quezon City* (hereinafter called the "Entity") and **MYBUSYBEE, INC.** with office address at *Unit 7 G/F Burgundy Place Condominium 174-B, Gonzales St. Loyola Heights, Quezon City* (hereinafter called the "Consultant").

WHEREAS, the Entity is desirous that the Consultant execute *Consulting Services for the Development of Unified Extension System Planning, Monitoring and Evaluation Information System* (hereinafter called "the Works") and the Entity has accepted the bid for **ONE MILLION TWO HUNDRED NINETY THOUSAND PESOS ONLY (P1,290,000.00)** by the Consultant for the execution and completion of such Consulting Services and the remedying of any defects therein.

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement, words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract hereinafter referred to.
2. The following documents shall be attached, deemed to form, and be read and construed as part of this Agreement, to wit:
 - General and Special Conditions of Contract;
 - Terms of Reference
 - Request for Expression of Interest;
 - Instructions to Bidders;
 - Bid Data Sheet;
 - Addenda and/or Supplemental/Bid Bulletins, if any;
 - Bid forms, including all the documents/statements contained in the Bidder's bidding envelopes, as annexes, and all other documents/statements submitted (e.g., bidder's response to request for clarifications on the bid), including corrections to the bid, if any, resulting from the Procuring Entity's bid evaluation;
 - Eligibility requirements, documents and/or statements;
 - Performance Security;
 - Notice of Award of Contract and the Bidder's conforme thereto;
 - Other contract documents that may be required by existing laws and/or the Entity.
3. The following agreements during the meetings/negotiations held on 12 and 16 July 2021 between the representatives of the Consultant and Entity were the following:

[Handwritten signature]
[Handwritten initials]

- The schedule of activities for the development of the UNEXSYS is reflected on the timetable below:

Activities	Duration
Software Requirements: Analysis and Development Plan	19 days
Application Development	61 days
Piloting Stage: Software Testing, Full Data Entry, and Roll-out for Selected Processes	5 days
Full Roll-out Stage: Deployment of System in Full Functionality	5 days
Post Roll-out: Handholding Support, Proactive Use Surveys, Bug Fixes, and Updates	5 days
User Training	5 days

- The developer committed to submit Weekly Accomplishment Reports and conduct System Demonstrations for each of the outputs produced during the Application Development Stage of the project in addition to the required reports reflected in the TOR.
- The developer shall integrate the existing information system of PPD, which is the Training Management Information System, to the UNEXSYS. The integration will be included in the requirements analysis.
- The addition of a feature for the AEW Registry System. The generation of QR codes and electronic ID cards for each of the registered users of the registry.
- The installation of the information system will be done after the Piloting Stage and will be part of the Full Roll-out Stage. During the Application Development Stage, the developer will provide a staging link, replicating the specifications of the ATI server. After which, a patching file will be sent to the production server (ATI server) to install the system.
- The developer to provide a one-year after-sales support to ATI.
- The official composition of the development team and their roles are:

Name	Role
Killian Maynard T. Ilao	Project Manager
Mark Remoriata	Assistant Project Manager
El Don Lee	Lead Developer
Guillermo Dizon	Assistant Developer
Kenan Gene Seran	Quality Assurance

- In consideration of the payments to be made by the Entity to the Consultant as hereinafter mentioned, the Consultant hereby covenants with the Entity to execute and complete the Consulting Services and remedy any defects therein in conformity with the provisions of this Consultant in all respects.
- The Entity hereby covenants to pay the Consultant in consideration of the execution and completion of the Consulting Services, the Contract Price or such other sum as may become payable under the provisions of this Contract at the times and in the manner prescribed by this Contract.
- The contract shall be completed within *five (5) months* upon issuance of the Notice to Proceed (NTP).

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AGRICULTURAL TRAINING INSTITUTE
 AFU-OD Records Office
CERTIFIED TRUE COPY
 Head, Records Office
 Date: 8/16/2021 8:59 AM

IN WITNESS whereof the parties thereto have caused this Agreement to be executed the day and year first before written.

AGRICULTURAL TRAINING INSTITUTE

MYBUSYBEE, INC.

Rosana P. Mula
 ROSANA P. MULA, PhD.
 Director III

Rico M. Hernandez
 Mr. RICO M. HERNANDEZ
 Chief Executive Officer

Signed in the presence of:

Milagros C. Urbano
 MILAGROS C. URBANO, DPA
 Chief, Policy and Planning Division

Andrea Hernandez
 ANDREA HERNANDEZ

Joan E. Singson
 JOAN E. SINGSON, CPA
 Head, Accounting Unit

ACKNOWLEDGEMENT

Republic of the Philippines)
QUEZON CITY) S.S.

BEFORE ME, a Notary Public for and in QUEZON CITY, Metro Manila, personally appeared the following, this 16 day of AUG, 2021.

Name	ID / CTC No.	Date Issued	Place Issued
ROSANA P. MULA, PhD.	P0633725A	15 OCT 2016	DPA BATSUID
Mr. RICO M. HERNANDEZ			

Both known to me to the same persons who executed the foregoing Agreement and acknowledged to me that the same is their own free and voluntary act and deed and that of the entities which they respectively represent. This Agreement consists of three (3) pages including this page on which this Acknowledgement is written and has been signed on each page by the parties hereto and their respective witnesses.

IN WITNESS WHEREOF, I have hereunto set my hand and seal on the date and place above written.

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 Series of 2021

ATTY. RUBEN MEBANES JR.
 Notary Public
 Commission No. MP-004(2021-2022)
 Expired Until December 31, 2021
 Agora, Camp Crame, Quezon City
 IBP No. 132791 Nov. 17, 2020/QC
 PTR No. 0694960-01-04-2021/QC
 MCLE Compliance No. VI-0030360
 Attorney's Roll No. 46427