



**DOST-PCAARRD**

Department of Science and Technology

**PHILIPPINE COUNCIL FOR AGRICULTURE, AQUATIC AND NATURAL RESOURCES  
RESEARCH AND DEVELOPMENT**

ISO 9001:2015

**OFFICE OF THE EXECUTIVE DIRECTOR**

October 4, 2021

**NOTICE TO PROCEED**

**MR. SHERMON O. CRUZ**

Founder, Chief Futurist and Executive Director  
Center for Engaged Foresight OPC  
2<sup>nd</sup> Fl. Bldg. C Metrowalk Commercial Complex  
Meralco Ave. Ugong Pasig City

184 10 21 - 2214

Dear **Mr. Cruz**:

The attached Contract No. SERD-2021-001 having been signed and approved, notice is hereby given to you that work on the "**Development and Institutionalization of DOST Foresight Framework and Protocol**" in accordance with the implementation schedule.

Upon receipt of this notice, you are responsible for performing the services under the terms and conditions of the bid documents and the contract agreement.

Please acknowledge receipt and acceptance of this notice by signing both copies in the space provided below. Keep one copy and return the other to the Socio-Economics Research Division (SERD), PCAARRD.

Very truly yours,

  
**REYNALDO V. EBORA, PhD**  
Executive Director


I acknowledge receipt of the Notice on: October 4, 2021  
(Date of receipt)

Name of the representative of the bidder: Shermon O. Cruz

Authorized Signature: 



161-9269

	PHILIPPINE COUNCIL FOR AGRICULTURE, AQUATIC AND NATURAL RESOURCES RESEARCH AND DEVELOPMENT	DOCUMENT CODE	QMSF-ARMSS-07-01-09
	JOB CONTRACT FOR SERVICES	REVISION NUMBER	1
		PAGE NUMBER	1 of 1
		EFFECTIVITY DATE	October 1, 2021

Job Contract No. SERD-2021-001  
Date Prepared: October 4, 2021  
Purchase Request no. 21-09-437  
AP No. \_\_\_\_\_

- above P100,000.00 (Executive Director)  
 P100,000.00 and below (FAD Director)

**MR. SHERMON O. CRUZ**  
Founder, Chief Futurist and Executive Director  
Center for Engaged Foresight OPC  
2nd Fl. Bldg. C Metrowalk Commercial Complex  
Meralco Ave. Ugong Pasig City

Dear **Mr. Cruz**:

You are hereby contracted to undertake the job described as follows:

Conduct the series of trainings and workshop for the project entitled "Development and Institutionalization of DOST Foresight Framework and Protocol". The expected outputs are as follows:

**1. Scenario Development and Strategy Masterclass**

- Scenario Development and Strategy Masterclass Modules
- Three batches of Eighteen (18) hours of masterclasses
- Explore emerging issues, drivers of change, trends and patterns, and signals. Mentoring sessions guided by the discovery, design, development, strategy transformation framework. Topics will include engaged foresight framework, gamification, creative problem-solving, scenario building, causal link analysis, backcasting and other foresight tools.

**2. Organizational Meetings**

- Meetings for the preparation of the program and training/ workshop modules
- Meetings for the co-design of the Scenario Development and Strategy Masterclass

**3. Training Reports**

- Three (3) training reports, one for each batch Scenario Development and Strategy Masterclass

With the above-described job you are entitled to receive as payment the amount of **SEVEN HUNDRED EIGHTY THOUSAND (PHP 780,000.00)** subject to % EWT and % VAT

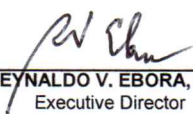
It is hereby agreed that any changes in the scope of job will mean adjustment of the contracted amount, subject to availability of funds.

You are expected to complete the job within **182 calendar days** (6 months) from the date of your confirmation.


For inquiries regarding the job, please contact Mia Barbara DV. Aranas of SERD-PCAARRD.

Job rendered is subject to inspection and acceptance by PCAARRD. In case of failure to deliver the contracted job within the specified period, your company shall be charged a liquidated damage equivalent to one tenth of one percent (1/10 of 1%) of the total contracted amount for every day of delay.

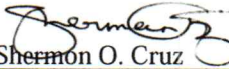
After final acceptance by PCAARRD, the job rendered shall have a warranty of ninety (90) calendar days.

  
**REYNALDO V. EBORA, PhD**  
Executive Director

Certified Funds Available:

  
**ABEGAIL GRACE M. MARALIT**  
Accountant III, FAD Accounting Section

CONFORME:

  
**Shermón O. Cruz**  
Signature over printed name

4 October 2021  
Date conformed

Source of Fund: ObR No. \_\_\_\_\_ Charged against the Professional Services funds of the DOST-funded project  
Development and Institutionalization of DOST Foresight Framework and Protocol

Property Section:

Received by:  
Date \_\_\_\_\_

Inv. No. \_\_\_\_\_ dated \_\_\_\_\_

✓ BURS # 62-308601-2021-10-0046 dtd. 10/07/21  
₱780,000

✓ NOA

✓ NTP

✓ Detailed Financial Proposal

✓ Approved Request

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