

Office of the Sangguniang Bayan

Tigbauan Municipal Hall, Tigbauan, Iloilo 5021 Philippines
(033) 511-8530 sbtigbauan@yahoo.com



EXCERPT FROM MINUTES OF THE **36th** REGULAR SESSION OF THE HONORABLE SANGGUNIANG BAYAN, TIGBAUAN, ILOILO HELD AT THE S.B. SESSION HALL, TIGBAUAN MUNICIPAL BUILDING ON SEPTEMBER 7, 2016 AT 2:30 IN THE AFTERNOON

PRESENT:

HON. VIRGILIO T. TERUEL,	-	Vice Mayor & Presiding Officer
HON. DENNIS T. VALENCIA		S.B. Member
HON. JOHN GERSHWIN C. TUERES	-	S.B. Member
HON. ARIEL I. BERNARDO	-	S.B. Member
HON. SUZETTE MARIE HILADO-BANNO	-	S.B. Member
HON. NERI T. CAMIÑA	-	S.B. Member
HON. JULIUS T. LEDESMA	-	S.B. Member
HON. MA. GERRYLIN SANTUYO-CAMPOSAGRADO	-	S.B. Member
HON. JERRY T. TUARES	-	S.B. Member
HON. RONNIE T. PAGUNTALAN	-	Liga President

ABSENT: NONE

Resolution No. 2016- 096

RESOLUTION AUTHORIZING THE MUNICIPAL MAYOR, ATTY. SUZETTE TENEFRANCIA-ALQUISADA TO ENTER AND SIGN A MEMORANDUM OF AGREEMENT (MOA) WITH THE MAYOR'S DEVELOPMENT CENTER, CANADIAN EXECUTIVE SERVICE ORGANIZATION (CESO) IN THE IMPLEMENTATION OF e-GOVERNANCE FOR MUNICIPAL DEVELOPMENT (eGov4MD) PROJECT FOR THE LOCAL GOVERNMENT UNIT OF TIGBAUAN

WHEREAS, the League of Municipalities of the Philippines (LMP) and Mayor's Development Center (MDC) have been providing services to and implanting initiatives with municipalities and relevant stakeholders in support of governance reforms, policy development and research, capacity-building programs and socio-economic development;

WHEREAS, the Canadian Executive Service Organization (CESO) is supporting economic development and governance details in the Philippines through technical assistance and/or business advisory services to Small and Medium Enterprises (SMEs), Non-Governmental Organizations (NGOs) and Local Government Units (LGUs), engaged to livelihood or enterprise development projects;

WHEREAS, CESO has a roster of approximately 3,100 Canadian Volunteer Advisers whose field of expertise include food and beverage, manufacturing, communications, tourism, retail and financial services, machinery and metals, management, HRD, etc;

WHEREAS, the Mayor's Development Center Inc., (MDC) is the platform for Local Chief Executives as well as other local public officials to share and learn new innovative ways of delivering public services;

WHEREAS, CESO is interested to provide technical assistance, particularly in the area of e-governance at the municipal level, through its Volunteer Advisers, as part of its mission to support economic development in the Philippines;

WHEREAS, MDC, in its pursuit of e-governance goals in the Philippines ICT Roadmap is mindful of the needs of the municipalities for technical assistance to enhance their capability in delivering public services and improving fiscal management through the use of information of the e-Governance for Municipal Development Program;

WHEREAS, the Municipality of Tigbauan seeks to enhance its capability to govern and recognize the role of ICT to ensure effective and efficient governance and delivery of basic services to the public;

WHEREAS, the LGU- Tigbauan has manifested its intent to be considered as one of the pilot beneficiaries of the project and has correspondingly attested its commitment and support to the improvement and to sustain the project;

WHEREAS, CESO, MDC and the LGU-Tigbauan have agreed to cooperate and jointly commit, promoting the use of ICT for effective and efficient governance in the country, particularly through the project;

WHEREAS, for and in consideration of the foregoing premises and of mutual covenants, agreements and stipulations hereinafter set forth, the Parties hereto agree to enter into this Memorandum of Agreement under the following terms and conditions:

“SCOPE OF THE PROJECT

The Agreement shall cover the provision of various forms of technical assistance, deployment of local technical support team, deployment of CESO Volunteer Adviser, capacity building of technical team and trainers, crafting of Information System Strategic Plan (ISSP), Project Management Planning (PMP) and operationalization of electronic business permit and licensing system (eBPLS), to the LGU as beneficiary of the E-Governance for Municipal Development Project.

TERMS OF AGREEMENT

This Agreement shall take effect upon its execution when it is accepted/signed by the Parties and shall continue to be in force until terminated or cancelled by all parties upon ten (10) days prior written notice.

OBLIGATIONS OF CESO AND eGov4MD, Inc.

A. CESO shall:

1. Provide program orientation to selected municipalities on CESO Program and the E-Governance Project.
2. Match selected municipalities with a Volunteer Adviser;
3. Monitor the progress of Volunteer Adviser engagements;
4. Facilitate the conduct of exit conference of selected municipalities and Volunteer Adviser after the completion of the technical assistance engagement;
5. Provide funding for the international airfare, walk-around money, medical and insurance of the Volunteer Adviser and administration costs;
6. Provide technical training, technical support services and capability building to eGov4MD, Inc, based on existing arrangement between eGov4MD, Inc and CESO.

B. eGov4MD, Inc. shall:

1. Provide technical trainings, technical support services and capability building to selected municipalities who would join the e-Governance project with the assistance of CESO VAs, if necessary.
2. Collect training fees, one-time membership/joining fee and a reasonable annual fee to LGUs venturing into e-Governance Project.
3. Deploy/Roll-out NCC's eBPLS software and provide the LGU with system updates when available.
4. Train designated LGU personnel on the use and operationalization of eBPLS application system.
5. Assist the LGU in the formulation of its Information Systems Strategic Plan (ISSP) and e-Governance Roadmap through a training to be conducted by eGov4MD, Inc. and may be followed-up/refined by CESOs Volunteer Adviser.
6. Provide the LGU with system updates when available.
7. Respond to LGU's service calls or requests for on/off-site technical assistance, provided, no monetary requirements shall be incurred by CESO and e-Gov4MD, Inc., and expenses relative to said call or request shall be shouldered by the requesting LGU based on a system maintenance contract with eGov4MD, Inc.

OBLIGATIONS OF THE LGU

1. Appropriate funds to ensure the successful implementation of the Project primarily to cover cost of joining fee, training fee, staff transportation, accommodation and food expenses in attending to off-site eBPLS trainings/seminars, technical training materials, study tour; and if necessary, the acquisition of additional computer hardware or hiring of IT skilled personnel to man and oversee the project. The trainings are expected to be conducted at various, training facilities closest and least costly to the LGU.
2. Provide free accommodation, local transportation and food, including, if need be, workstation to CESO's Volunteer Adviser and e-Gov4MD's technical staff during the entire duration of their assignment in the LGU as contained in the Client Agreement. The LGU shall also designate a (set of) staff to assist the CESO Volunteer Adviser and eGov4MD technical support personnel in the conduct of their work in the LGU.
3. Require either it's MPDC, Municipal Treasurer/Assessor, Municipal Budget Officer or SB Chair, Economic Development Committee or its equivalent to fully attend the ISSP and ICT Project Management Trainings; and its information Technology/BPLO staff and an understudy to actively participate/fully attend the 5 days technical trainings on Linux basic and advance and trouble shooting, or User's Training.
4. Formulate an Information Systems Strategic Plan (ISSP) or E-Governance Roadmap for approval of the LGU's Legislative and Executive and submit it to CESO.
5. Pass appropriate Municipal Ordinances ensuring use of the eLGU software package, appropriating needed funds for the eGovernance project and setting up of eGovernance Project Teams and ICT Units/Committees. These Ordinances, whose copies should be submitted to CESO, are meant to ensure sustainability and continuity of the program and to make it institutionalized.
6. Enter into Training Service Contracts with its trainees, especially those who will be trained on eBPLS use and who will receive the technical trainings, and submit copies of such contracts to CESO.
7. The system modification or enhancement made by the LGU, however, shall be the concerned LGU's proprietary right but shall be shared to all participating LGUs.
8. Actively participate in the activities, meetings, events and trainings of the eGov4MD, Inc.
9. Assign network computer units and peripherals that will be used to operationalize the eBPLS system.
10. Sustain the maintenance and operation of the computer system at the LGU site.
11. Shoulder incidental expenses for system updates/revisions like freight and/or floppy diskettes, etc.
12. Submit to CESO and eGov4MD a system Test and/or System Implementation Status Report on Semi-annual basis or as deemed necessary.
13. Submit to CESO's Country Representative a Client Evaluation Report a week after the Volunteer Adviser's assignment.
14. Abide by the software licensing and ownership agreement contained in Annex 2 of the MOA.

SUPPORT SERVICES TO BE PROVIDED

CESO and eGov4MD, Inc. are committed to support and assist the LGU in the proper utilization of the eBPLS application system that will ensure successful implementation of the computerized system during and, based on a case-to-case technical assistance contract, after the project period. The LGU shall only be eligible to receive the NCC-developed electronic real property tax system (eRPTS) after successful actual use of eBPLS; and progressive implementation of its ISSP.

TRAINING SCHEDULES, VENUES AND COSTS

That table below details the training schedules to be conducted at various training facilities.

TYPE OF TRAINING	IDEAL NUMBER OF TRAINEES	ESTIMATED COST IN PHP	SCHEDULE AND VENUE
Basic Technical Training (hardware, networking and troubleshooting) + System Networking Data Security and Electronic Business Permit and Licensing System (eBPLS) User Training	2	P8,750 per pax (1,750/day/pax x 5 days) Total: 17,500.00	EON Centennial Hotel, Iloilo City 19-23 September 2016
Information System Strategic Planning Training (starts on the 3 rd day)	3	P5,250 per pax (1,750 per day per pax x 3days) Total: 15,750.00	EON Centennial Hotel Iloilo City 21-23 September 2016
One-time Joining Fee	NA	40,000.00	
	Total	PHP 73,250.00	

This phase I of the Project shall only deploy the eBPLS, or e-business permit and licensing system. The eGov4MD, Inc., will invoice the LGU before each training.

In addition to the estimated training costs, the LGU shall pay eGov4MD, Inc. a PHP 40,000 joining fee for the use of the eBPLS. The fee shall be used to finance system modification/enhancement and technical support required by the LGU.


NOW, THEREFORE, on motion of Hon. Julius T. Ledesma, Chairman, Committee on Economic Affairs, Investment and Labor and Employment and duly seconded by Hon. Dennis T. Valencia, Hon. John Gershwin C. Tueres, Hon. Ariel I. Bernardo, Hon. Suzette Marie Hilado-Banno, Hon. Neri T. Camiña, Hon. Ma. Gerrylin Santuyo-Camposagrado, Hon. Jerry T. Tuares and Hon. Ronnie T. Paguntalan,

RESOLVED, to authorize the Municipal Mayor, Atty. Suzette Tenefrancia-Alquisada to enter and sign a Memorandum of Agreement (MOA) with the Mayor’s Development Center, Canadian Executive Service Organization (CESO) in the implementation of e-Governance for Municipal Development (eGov4MD) project for the Local Government Unit of Tigbauan

RESOLVED FURTHER, to forward copies of this Resolution to the Municipal Mayor Municipal Mayor, Atty. Suzette Tenefrancia-Alquisada, the Mayor’s Development Center (MDC), the Canadian Executive Service Organization (CESO) and all concerned for their information and appropriate action.

APPROVED.

CERTIFIED CORRECT:


MARLENE TAYO-NAVA
S.B. Secretary

ATTESTED:


VIRGILIO T. TERUEL
Vice Mayor & Presiding Officer

HON. VIRGILIO T. TERUEL, LAWYER
Municipal Vice Mayor

Sangguniang Bayan Members:

Hon. Dennis T. Valencia	Hon. Suzette Marie Hilado-Banno, <i>M.D.</i>	Hon. Ma. Gerrylin Santuyo-Camposagrado, <i>LLB,MPA</i>
Hon. John Gershwin C. Tueres, <i>LLB</i>	Hon. Neri T. Camiña	Hon. Jerry T. Tuares, <i>Civil Engineer</i>
Hon. Ariel I. Bernardo	Hon. Julius T. Ledesma, <i>O.D.</i>	Hon. Ronnie T. Paguntalan (LnB-Pres.)

“Public office is a public trust. Public Officials must at all times be accountable to the people.”