



Republic of the Philippines  
CITY GOVERNMENT OF MUNTINLUPA  
Bids and Awards Committee

**NOTICE TO PROCEED**

**CHARKIEL ENTERPRISES**  
Muntinlupa City

Dear Sir / Madame:

The attached Contract Agreement having been approved, notice is hereby given **CHARKIEL ENTERPRISES** that the CONTRACT of the City Government of Muntinlupa for the **"Printing of Various IEC Materials, Receipts, Forms & Tickets for use of Various Offices"**, shall commence effective FIVE (5) DAYS after acknowledging receipt hereof.

Upon receipt of this notice, you are responsible for performing the services under the terms and conditions of the Agreement and Schedule of Delivery.

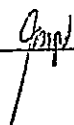
Please acknowledge receipt and acceptance of this notice by signing both copies on the space provided below. Kindly keep one (1) copy and return the other copy to the Bids and Awards Committee Secretariat.

Very truly yours,

  
Hon. **ROZZANO RUFINO B. BIAZON**  
City Mayor

I acknowledge receipt of this Notice on 11-27-23

Name of the Bidder or Representative Manolito P. Padolina

Authorized signature 

## *Contract Agreement*

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THIS AGREEMENT made the 01 day of 2023 20 between **CITY GOVERNMENT OF MUNTINLUPA** of the Philippines (hereinafter called "the Entity") of the one part and **CHARKIEL ENTERPRISES** with address at Muntinlupa City (hereinafter called "the Supplier") of the other part;

WHEREAS, the Entity invited Bids for certain goods and ancillary services, particularly for the **Printing of Various IEC Materials, Receipts, Forms & Tickets for use of Various Offices** and has accepted a Bid by the Supplier for the supply of those goods and services in the sum of **Nine Hundred Ninety Eight Thousand Six Hundred Fifty Pesos (P998,650.00)** (hereinafter called "the Contract Price").

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 referred to.
2. The following documents as required by the 2016 revised Implementing Rules and Regulations of Republic Act No. 9184 shall be deemed to form and be read and construed as integral part of this Agreement, *viz.*:
  - i. *Philippine Bidding Documents (PBDs)*:
    - i. Schedule of Requirements;
    - ii. Technical Specifications;
    - iii. General and Special Conditions of Contract; and
    - iv. Supplemental or Bid Bulletins, if any
  - ii. Winning bidder's bid, including the Eligibility requirements, Technical and Financial Proposals, and all other documents or statements submitted;

Bid form, including all the documents/statements contained in the Bidder's bidding envelopes, as annexes, and all other documents 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;

- iii. Performance Security;
- iv. Notice of Award of Contract; and the Bidder's conforme thereto; and
- v. Other contract documents that may be required by existing laws and/or the Procuring Entity concerned in the PBDs. **Winning bidder agrees that additional contract documents or information prescribed by the GPPB that are subsequently required for submission after the contract execution, such as the Notice to Proceed, Variation Orders, and Warranty Security, shall likewise form part of the Contract.**

3. In consideration for the sum of **Nine Hundred Ninety Eight Thousand Six Hundred Fifty Pesos (P998,650.00)** or such other sums as may be ascertained, **CHARKIEL ENTERPRISES** agrees to the **Printing of Various IEC Materials, Receipts, Forms & Tickets for use of Various Offices** in accordance with his/her/its Bid.
4. The City Government of Muntinlupa agrees to pay the above-mentioned sum in accordance with the terms of the Bidding.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with the laws of the Republic of the Philippines on the day and year first above written.


  
**Hon. ROZZANO RUFINO B. BIAZON**  
 City Mayor

  
 Supplier

for:  
**CITY GOVERNMENT OF MUNTINLUPA**

for:  
**CHARKIEL ENTERPRISES**

Signed in the presence of:

  
 Belinda Blessie Macalaga

**ACKNOWLEDGEMENT**

REPUBLIC OF THE PHILIPPINES )  
 CITY OF MUNTINLUPA )

**OCT 27 2023**

**Muntinlupa City**  
 BEFORE ME, a Notary Public for and in Muntinlupa City, this \_\_\_ day of \_\_\_\_\_ 2023, personally appeared:

NAME

GOVERNMENT ISSUED ID NO.

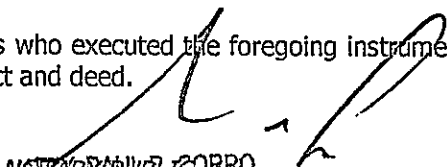
Hon. ROZZANO RUFINO B. BIAZON  
Mandito Padolina

Driver's License N03-86-030998  
444-608-647-000

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 their own voluntary act and deed.

WITNESS MY HAND SEAL.

Doc. No. 454  
 Page No. 92  
 Book No. COXXIX  
 Series of 2023.

  
**NOTARY PUBLIC CORRO**  
 NOTARY PUBLIC  
 NOTARIAL COMMISSION NO. NC-22-047  
 UNTIL DECEMBER 31, 2023  
 PTR NO. MCF 4377013/MUNTINLUPA/JAN. 5, 2024  
 IBP #: 04102/PPLM CHAPTER  
 ROLL NO. 38515  
 2<sup>ND</sup> FLR, PEOPLE'S CENTER BUILDING, MUNTINLUPA CITY HALL  
 CITY GOVERNMENT OF MUNTINLUPA



REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF FINANCE  
BUREAU OF INTERNAL REVENUE

**PADOLINA, MANOLITO PELAEZ**


TIN: **444-608-047-000**

BLK 139 LOT 8 D F. MAKASIAR ST.  
KATARUNGAN VILL. MUNTINLUPA  
CITY

BIRTH DATE: **Dec. 29, 1984**

DATE ISSUED: **Aug. 30, 2019**



  
SIGNATURE



REPUBLIC OF THE PHILIPPINES  
 DEPARTMENT OF TRANSPORTATION  
 LAND TRANSPORTATION OFFICE  
 NON-PROFESSIONAL DRIVER'S LICENSE



Last Name, First Name, Middle Name  
**BIAZON, ROZZANO RUFINO DUNOAN**

Nationality	Sex	Date of Birth	Weight (kg)	Height (cm)
PHIL	M	1969-03-20	103	177

Address  
 219 TAAL ST AYALA ALABANG VILLAGE,  
 MARICORINA LUPA CITY

License No. **123-03-030998** Expiration Date **2023/03/20** Agency No. **7120**

*[Signature]*  
 Signature of Licensee

Class/Color  
**BROWN**

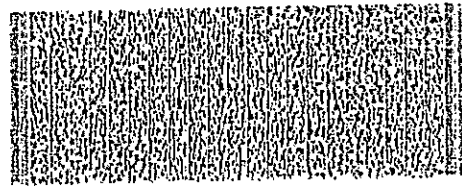
Condition  
**A**

*[Signature]*  
 EDGAR C. CALVARTE  
 Acting Secretary

IN OTHER INSTANCES  
 I HAVE NOT RECEIVED ANY OTHER  
 IN CASE OF EMERGENCY NOTIFY  
 NEAREST RELATIVE, NEARBY POLICE  
 ADDRESS SAME ADDRESS  
 BY TELEPHONE ONLY

- 1. THIS LICENSE IS VALID FOR THE OPERATION OF MOTOR VEHICLES OF THE FOLLOWING CLASSIFICATION:
- 2. THIS LICENSE IS VALID FOR THE OPERATION OF MOTOR VEHICLES OF THE FOLLOWING CLASSIFICATION:
- 3. THIS LICENSE IS VALID FOR THE OPERATION OF MOTOR VEHICLES OF THE FOLLOWING CLASSIFICATION:
- 4. THIS LICENSE IS VALID FOR THE OPERATION OF MOTOR VEHICLES OF THE FOLLOWING CLASSIFICATION:
- 5. THIS LICENSE IS VALID FOR THE OPERATION OF MOTOR VEHICLES OF THE FOLLOWING CLASSIFICATION:

657281296



*[Handwritten signature]*

*[Handwritten signature]*

*[Handwritten signature]*



# PURCHASE ORDER

## City Government of Muntinlupa

Supplier : **CHARKIEL ENTERPRISES** P.O. No.: **030849**  
 Address : Muntinlupa City Date : November 15, 2023  
 Mode of Procurement : Public Bidding

Gentlemen: Please furnish and/or deliver to this office the following articles subject to the terms and conditions contained herein:

Place of delivery : \_\_\_\_\_ Delivery Term : \_\_\_\_\_  
 Date of delivery : \_\_\_\_\_ Payment Term : \_\_\_\_\_

Item No.	Quantity	Unit	Description	Unit Cost	Amount
1	390	pcs	<b>YASDO</b> Booklet colored print, book paper, c25 220 cover folded and stapled 12 pages/c2s paper	75.00	29,250.00
2	150000		<b>MAYORS</b> Vellum 100 paper 1x4 inches, Full color with series, Numbering from 000001 to 150,000/vellum board	2.00	300,000.00
3	20	ream	Riso Printing, Single Page Print, Copy Paper short 70gsm	400.00	8,000.00
4	155	ream	Riso Printing, Back to back, Copy Paper short 70gsm	550.00	85,250.00
5	15	ream	<b>SSD</b> Reprinting of Forms, Philhealth PMRF, 8.5x11 back to back/ copy paper 70gsm	550.00	8,250.00
6	20	ream	Philhealth CF-2, 8.5x13 back to back/copy paper 70gsm	650.00	13,000.00
7	20	ream	Solo Parent Intake Sheet, 8.5x13 front only/copy paper 70gsm	480.00	9,600.00
8	20	ream	Philhealth CSF, 8.5x13 front only/copy paper 70gsm	480.00	9,600.00
9	15	ream	OsMun MSWD Assessment Tool, QMD Form No. 2017-145 (DOH MSWD Form No.3, 8.5x13 front only/copy paper 70gsm)	480.00	7,200.00
10	30	reams	<b>DAPCO</b> Consent Form, 8x11, 70gsm, sub.20/colored print	1,400.00	42,000.00
11	300	booklets	Carbonized Triplicate copy of custody and Control Forms (A, B, and C), 8 x11, 50set per booklet	865.00	259,500.00
12	100	booklet	<b>EPNRO</b> Ordinance Infraction Receipt (OIR)/Carbonless paper	375.00	37,500.00
13	100	booklet	Smoke Density Test Result (SDTR)/Carbonless paper	750.00	75,000.00
14	3000	pcs	<b>BID BULLETIN</b> <b>CHO</b> Flyers for Gabay sa Pagpapasuso ng mga Working Moms, size: 8 1/2 x13, Material: c2s 80 Process: Offset CMYK/c2s 80	7.00	21,000.00
15	1000	pcs	Flyers for Acute Malnutrition, Size: 8 1/2 x13, Material: c2s 80 Process: Offset CMYK/c2s 80	7.00	7,000.00
16	3000	pcs	Flyers for Adolescent Health and Nutrition, size: 8 1/2 x 13 6b OuG\bloguLlus', Material: c2s 80, Process: Offset CMYK/c2s 80 Page 1 of 2	7.00	21,000.00

Total Amounts in Words: \_\_\_\_\_

In case of failing to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed

Confirmer: CHARKIEL ENTERPRISES  
 Signature over printed name  
11-24-23  
 Date

Very Truly Yours,  
**Mayor ROZZANO RUFINO B. BIAZON**  
 Authorized Official

(In case of Negotiated Purchase pursuant to Section 369 (a) of RA7160 this portion must be accomplished)  Approved to be purchased thru Negotiated Purchas per Sangguniang Res. No.: _____  Certified Correct: _____ Secretary of the Sanggunian	Requesting Office/Dept. _____  Authorized Official _____	Funds Available : _____ Amount: _____  R.O. No.: _____  Chief Account _____
	_____ Authorized Official	_____ Chief Account

11/21/23