



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 to **CHARKIEL ENTERPRISES** that the CONTRACT of the City Government of Muntinlupa for the "**Printing of Booklets, IEC Materials, Customized Pouches, Sintra Boards, Stickers & Forms**", 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 7-31-25

Name of the Bidder or Representative MANOLITO PADOLINA

Authorized signature 

CGM-OP-BAC-08F215

City Government of Muntinlupa, 2nd floor, Main Building,
National Road, Barangay Putatan, Muntinlupa City

MUN
Muntinlupa
Nakakaproud!

Contract Agreement

THIS AGREEMENT made the JUL 16 2025 day of 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 Booklets, IEC Materials, Customized Pouches, Sintra Boards, Stickers & Forms** and has accepted a Bid by the Supplier for the supply of those goods and services in the sum of **Two Million Seven Hundred Eighty Five Thousand Two Hundred Twenty Two Pesos (P2,785,222.00)** (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 **Two Million Seven Hundred Eighty Five Thousand Two Hundred Twenty Two Pesos (P2,785,222.00)** or such other sums as may be ascertained, **CHARKIEL ENTERPRISES** agrees to the **Printing of Booklets, IEC Materials, Customized Pouches, Sintra Boards, Stickers & Forms** 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.

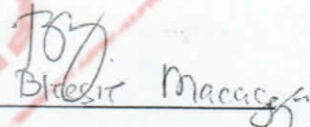

HON. ROZZANO RUFINO B. BIAZON
City Mayor

for:
CITY GOVERNMENT OF MUNTINLUPA


Supplier
for:
CHARKIEL ENTERPRISES


Erg Antonio

Signed in the presence of:


Belinda Blasir Macagay

ACKNOWLEDGEMENT

REPUBLIC OF THE PHILIPPINES)
CITY OF MUNTINLUPA)

BEFORE ME, a Notary Public for and in Muntinlupa City, this 16 day of JUL 2025, personally appeared:

NAME

Hon. ROZZANO RUFINO B. BIAZON

GOVERNMENT ISSUED ID NO.

City Government of Muntinlupa ID No. EL-0010632

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.

NOTARY PUBLIC.

Doc. No. 124;
Page No. 25;
Book No. 212;
Series of 2025.

ATTY. STEVE M. SANTILLAN
NOTARY PUBLIC
2736 BRUGER ST. PUTATAN, MUNT. CITY PHILIPPINES
aspsleva@yahoo.com
COMM. NO. 25-027 VALID UNTIL 12/31/2026
PTR NO. 4763648, 01/02/2025, MUNTINLUPA CITY
ICP LIFETIME MEMBER NO. 024705, CESU CHAP. 100
ROLL NO. 62750, TIN NO. 318-359-857
REG. NO. 00000000 01/14/2025

PURCHASE ORDER

City Government of Muntinlupa

Supplier : **CHARKIEL ENTERPRISES**
 Address : **Muntinlupa City**

P.O. No.: **33916**
 Date : **July 21, 2025**
 Mode of Procurement : **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	60,000	set	MPDO Printing of Simplified RBIM for Muntizen ID 8.5 x 13 folded booklet type Offset print cmyk Copy paper 80gsm	15.50	930,000.00
2	1,000	pc	Adolescent Empowerment Program String Bags 13in x 16 in	59.50	59,500.00
3	5,000	pc	Key Chain Circle 4.5cm	25.00	125,000.00
4	1,000	pc	Mugs With Print	104.00	104,000.00
5	100	pc	T-shirts Front and back print	325.00	32,500.00
6	1,000	pc	Responsible Parenthood and Family Planning (RPFP) Bag 18in x 15in x 2 in DFT Print back to back	180.00	180,000.00
7	3,000	pcs	OSCA Customized Colored Pouch Specification: Heavy Duty (Laminated Plastic) Colored Print (back-to-back) Heavy Duty Stitching With Handle Capacity: 5 kilos	16.00	48,000.00
8	4	pc	Senior Citizen Picture 52.5in x 34in(Sintra board)	3,918.00	15,672.00
9	1	pc	Senior Citizen Picture 84in x 60.5in(Sintra board)	11,500.00	11,500.00
10	2	pc	CGM and OSCA Logo 19x19in(Sticker)	750.00	1,500.00
11	1	pc	OSCA Satellite Office 48in x 10in(Sticker)	1,200.00	1,200.00
12	1	pc	Left Side Text 22.5in x 22.5in(Sticker)	1,050.00	1,050.00
13	1	pc	Strips Frosted 4.5ft x 6ft(Sticker)	1,900.00	1,900.00
14	1	pc	OSCA Satellite Office Dark Blue Sticker 48x10in(Sticker)	2,500.00	2,500.00

xxxxxx PAGE 1 xxxxxxxx

Total Amounts in Words: _____

In case of failure 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

Conformed: **CHARKIEL ENTERPRISES**

Signature over printed name

7-11-25
Date

Very

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 Purchase per Sangguniang Res. No.: _____

Certified Correct: _____

Secretary of the Sanggunian

Requesting Office/Dept. _____

Authorized Official

Funds Available : _____

Amount: _____

R.O. No.: _____

Chief Account

PURCHASE ORDER

City Government of Muntinlupa

Supplier : **CHARKIEL ENTERPRISES**P.O. No. : **33916**Address : **Muntinlupa City**Date : **July 21, 2025**Mode of Procurement : **Bidding**

Gentlemen :

Please be furnish this office the following articles subject to the terms and condition contain herein:

Place of delivery : _____

Delivery Term : _____

Date of delivery : _____

Payment Term : _____

Item No.	Quantity	Unit	Description	Unit Cost	Amount
15	40	Reams	PCMO Attendance Sheet 8.5 x 13 500 sheet / ream 70 GSM	400.00	16,000.00
16	5000	pcs	MAYOR'S Supply & Delivery of Patient Booklet: Cove C2S 220/inside book paper; Printing: Cover CMYK; inset: 7 pages colored/57 pages black and white; Perfect Bind; 4.5x7 inches/4.5x14" spread; 5,000 copies	95.00	475,000.00
17	100	pads	Prescription Pad---'80gsm; 1/4 size of short; CMYK; Finishing: Padded	75.00	7,500.00
18	25	pcs	TCAD TARPAULIN (8 X 4 FT) FOR CITY EVENTS & TOURISM PROMOTIONS	800.00	20,000.00
19	10	pcs	BILLBOARD (14X16 FT)	5,600.00	56,000.00
20	3	pcs	BILLBOARD (30X16 FT)	12,000.00	36,000.00
21	3	pcs	BILLBOARD (19X10 FT)	4,750.00	14,250.00
22	3	pcs	BILLBOARD (20X13 FT)	6,500.00	19,500.00
23	5	pcs	BILLBOARD (16X16 FT)	6,400.00	32,000.00
24	18	pcs	FOOTBRIDGE BANNER (4X30 FT)	3,000.00	54,000.00
25	150	pcs	LAMP POST BANNERS (8X3 FT)	600.00	90,000.00
26	30	pcs	SINTRA BOARD (22X 28 INCHES)	1,500.00	45,000.00
27	10	pcs	PULL-UP BANNER (850MM X 2150MM)	2,800.00	28,000.00
28	1	pc	PVC PROMOTIONAL BOOTH FOR BAZAARS Specifications: -lightweight, portable, and foldable PVC. -Material: PVC with stainless handle -Measurements: 40 cm (w), 195 cm (h), and 82 cm (1). -Design: As per TCAD request -Contains a travel bag. -Lightweight to carry -Weight: 6.75 kg -The booth's maximum capacity is about 60 kg.	12,500.00	12,500.00

xxxxxx PAGE 2 xxxxxx---

Total Amounts in words: _____

In case of failure to make the full delivery within the the specified above, a penalty of _____ percent for every day of delay shall be imposed.

CHARKIEL ENTERPRISES

Conforme: _____

MANOLITO PADOLINA

Signature over printed name

7-21-25

Date

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

Authorized Official

(In case of Negotiated Purchase pursuant to Section 369 (a) of RA 7160 this portion must be accomplished.)

Approved to be purchase thru Negotiated

Purchase per Sangguniang Res. No. : _____

Certified Correct : _____

Secretary of the Sanggunian

Requesting Office/Dept. _____

Authorized Official

Funds Available : _____

Amount : _____

R.O. No. : _____

Chief Account

PURCHASE ORDER

City Government of Muntinlupa

Supplier : **CHARKIEL ENTERPRISES**P.O. No. : **33916**Address : **Muntinlupa City**Date : **July 21, 2025**Mode of Procurement : **Bidding**

Gentlemen :

Please be furnish this office the following articles subject to the terms and condition contain herein:

Place of delivery : _____

Delivery Term : _____

Date of delivery : _____

Payment Term : _____

Item No.	Quantity	Unit	Description	Unit Cost	Amount
29	5	pcs	CLOTH BANNER for City Government of Muntinlupa booth/stall in outside bazaars SIZE: 10X2 FT MATERIAL: Banner Fabric Matte DESIGN: As per TCAD request	7,000.00	35,000.00
30	4	pcs	BUS TARP (6X2.5 FT) for Incity Tours Staggered delivery, staggered payment ESC	375.00	1,500.00
31	6500	pcs	Waste Segregation Flyers, MWF Schedule c2s 80, 8.5x11x inches, Offset Print CMYK with UV Lamination	7.00	45,500.00
32	6500	pcs	Waste Segregation Flyers, TTHS Schedule c2s 80, 8.5x11x inches, Offset Print CMYK with UV Lamination	7.00	45,500.00
33	6500	pcs	Waste Segregation Flyers, No Schedule c2s 80, 8.5x11x inches, Offset Print CMYK with UV Lamination	7.00	45,500.00
34	9900	pcs	BYOB (Bring Your Own Bag) Poster c2s 80, 8.5x11x inches, Offset Print CMYK with UV Lamination SSD	15.00	148,500.00
35	30	pcs	Polo shirt with print Color: White Material: Cotton	400.00	12,000.00
36	30	pcs	T-shirt with print Color: White Material: Cotton	350.00	10,500.00
37	50	pcs	Collapsible Tumbler Brand: Any Brand ML: 700ml Color: Assorted Color Material: Plastic / Rubber with metal	220.00	11,000.00

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Total Amounts in words: _____

In case of failure to make the full delivery within the the specified above, a penalty _____ cent
for every day of delay shall be imposed.

CHARKIEL ENTERPRISES

Conforme: _____

MANOLITO PADINA

Signature over printed name

Date

Very Truly Yours, **Mayo 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 purchase thru Negotiated
Purchase per Sangguniang Res. No. : _____

Certified Correct : _____

Secretary of the Sanggunian

Requesting Office/Dept. _____

Authorized Official

Funds Available : _____

Amount : _____

R.O. No. : _____

Chief Account

PURCHASE ORDER

City Government of Muntinlupa

Supplier : **CHARKIEL ENTERPRISES**P.O. No. : **33916**Address : **Muntinlupa City**Date : **July 21, 2025**Mode of Procurement : **Bidding**

Gentlemen :

Please be furnish this office the following articles subject to the terms and condition contain herein:

Place of delivery : _____

Delivery Term : _____

Date of delivery : _____

Payment Term : _____

Item No.	Quantity	Unit	Description	Unit Cost	Amount
38	150	pcs	Customized Ballpen with logo (Please find attached photo for Reference) Brand: Any Brand Ink Color: Black Material: Plastic with metal	50.00	7,500.00
39	50	pcs	Customized Button Pin (Please find attached photo for Reference) Brand: Any Brand Size: 2.25 inches Ink Color: Any Color Material: Metal	25.00	1,250.00
40	200	pcs	Sticker (PYAP Logo) (Please find attached photo for Reference) Size: 2.5 x 2.5 inches Brand: Any Brand Ink Color: Any Color Material: Sticker paper, water proof	7.00	1,400.00
xxxxxx PAGE 4 xxxxxx--- PRINTING OF BOOKLETS, IEC MATERIALS, CUSTOMIZED POUCHES, SINTRA BOARDS, STICKERS & FORMS BY VARIOUS OFFICES.					2,785,222.00

Total Amounts in words: _____

In case of failure to make the full delivery within the the specified above, a penalty of _____ percent for every day of delay shall be imposed.

CHARKIEL ENTERPRISES

Conforme: _____

MANOLITO PADOLINA

Signature over printed name

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.)

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Chief Account