



**Philippine International Trading Corporation
BIDS & AWARDS COMMITTEE I**

**MINUTES OF THE PRE-BID CONFERENCE VIA ZOOM VIDEO CONFERENCE
FOR THE SUPPLY AND DELIVERY OF SIX (6) UNITS BRAND NEW WRAPPING
MACHINE FOR THE OFFICE OF CIVIL DEFENSE (OCD)**

Bid Ref. No. MPG-B1-2019-467
12 October 2020, 5th Floor Conference Room

There being a quorum, Chair convened the meeting at 11:20am

In attendance are:

FOR PITC BAC-I via ZOOM
Christabelle P. Ebriega, Chairperson
Myra T. Alvarez, Alternate Vice-Chair
Joel S. Rodriguez, Member
Atty. Roxanne Cruz, Member
Atty. Mitzell Arthur R. Magdaong, Member
PITC TWG/BAC Secretariat (as per attached attendance Sheet)

HIGHLIGHTS OF PROCEEDINGS:

- Chair welcomed everyone to the pre-bid conference for the Supply and Delivery of Six (6) Units Brand New Wrapping Machine for the Office of Civil Defense (OCD). After which, Chair acknowledged the presence of the BAC members and OCD Representative/s through video conference (via ZOOM).
- Chair announced that there is no prospective bidder requested for the zoom link. Hence, no bidder attended the pre-bid conference.

ADJOURNMENT:

- There is no other matter discussed, the pre-bid conference was adjourned at 11:30am

MINUTES TAKEN BY:

ATTY. MARIA GUDELIA C. GUESE
Head, BAC-I Secretariat
LMC

APPROVED BY:

CHRISTABELLE P. EBRIEGA
Chairperson, BAC-I



No bidder

ATTENDANCE SHEET

PRE-BID CONFERENCE (Bid Ref. No. MPG-B1-2019-467) - VIA ZOOM VIDEO CONFERENCE
 SUPPLY & DELIVERY OF SIX (6) UNITS BRAND NEW WRAPPING MACHINE FOR THE OFFICE OF CIVIL DEFENSE (OCD)
 12 October 2020, 11:00 A.M., 5/F Conference Room, Philippine International Trading Corporation (PITC)
 NDC Building, 16 Tordesillas Street, Salcedo Village, Makati City

BIDS AND AWARDS COMMITTEE (BAC) I - MILITARY PROCUREMENT GROUP PROJECT

Regular Members

- | Regular Members | Gender | Signature |
|-------------------------------------|--------|------------------------|
| 1) Christabelle P. Ebriega | F | (Chairperson) |
| 2) Myra Chitella T. Alvarez | F | (Vice Chairperson) |
| 3) Joel S. Rodriguez | M | (Alternate Vice-Chair) |
| 4) Atty. Mitzell Arthur R. Magdaong | M | (Member) |
| 5) Atty. Roxanne Marie Q. Cruz | F | (Member) |
| 6) Atty. Mark Brian A. Dela Cruz | M | (Alternate Member) |
| 7) Louise Mark U. Cirunay | M | (Provisional Member) |

Technical Working Group

- | Technical Working Group | Gender | Signature |
|----------------------------------|--------|--------------------|
| 1) Manuel O. Elima, III | M | (Team Coordinator) |
| 2) Pio B. Bellosillo | M | (Member) |
| 3) Ma. Cristina Rosa V. Bautista | F | (Member) |
| 4) Suzanne M. Marticio | F | (Member) |
| 5) Rachel F. Ignacio | F | (Member) |
| 6) Judy Ann L. Esteban | F | (Member) |
| 7) Michael M. Arriescgado | M | (Member) |
| 8) Franklin D. Iglesias | M | (Member) |
| 9) Louis Albert H. Quiroga | M | (Member) |

End-Users

- | | |
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| 1) | |
| 2) | |
| 3) | |
| 4) | |
| 5) | |
| 6) | |

Account Officer

- | | | |
|-------------------------|---|-------------------|
| 1) Manuel O. Elima, III | M | (Account Head) |
| 2) Judy Ann L. Esteban | F | (Account Officer) |

Secretariat

- | | | |
|---------------------------------|---|----------|
| 1) Atty. Maria Gudelia C. Guese | F | (Head) |
| 2) Jane C. Arcilla | F | (Member) |
| 3) Ana DG. Asprec | F | (Member) |
| 4) Ma Teresa S. Elima | F | (Member) |
| 5) Mirasol S. Ninobia | F | (Member) |
| 6) Ma. Irissa G. Ordillano | F | (Member) |
| 7) Vivian E. Villanueva | F | (Member) |

Observer/s

- | |
|----|
| 1) |
| 2) |