

**FSI BIDS AND AWARDS COMMITTEE  
MINUTES OF THE PRE-BID CONFERENCE  
Re-Bid of Computer Rental for One Year  
(2 May 2018 – 30 April 2019)**

5/F Apron, FSI Conference Room  
2 April 2018, 2:10 p.m.

**IN ATTENDANCE :**

**FSI BIDS AND AWARDS COMMITTEE:**

- |                           |                           |
|---------------------------|---------------------------|
| 1. Carmelita S. Marasigan | - Chairperson             |
| 2. Rhodora M. Joaquin     | - Vice-Chairperson        |
| 3. Arniel D. Estrella     | - Member                  |
| 4. Rowena C. Villanueva   | - Member                  |
| 5. Maria Olive E. Taclan  | - Member                  |
| 6. Hope B. Tornilla       | - Head, BAC Secretariat   |
| 7. Zenaida C. Bautista    | - Member, BAC Secretariat |
| 8. Allan V. Padilla       | - Member, BAC Secretariat |
| 9. Bienvenido S. Basal    | - Head, MISS              |

**PROSPECTIVE BIDDER'S REPRESENTATIVES:**

- |                        |                                       |
|------------------------|---------------------------------------|
| 1. Rose Perdigon-Usita | - ISSI Information Technologies, Inc. |
| 2. Shirly Dalida       | - ISSI Information Technologies, Inc. |

**I. CALL TO ORDER**

Upon declaration of a quorum, the Chairperson called the meeting to order at 2:10 p.m.

Invited observers from COA, NGO, and CSO were not able to send their respective representatives.

Only one prospective bidder purchased the bidding documents and was able to send representatives to attend the Pre-Bid Conference.

**II. DISCUSSION ON THE BIDDING DOCUMENTS**

The Chairperson focus<sup>ed</sup> the discussion on the Technical Specifications of the project to be re-bid since the ISSI Information Technologies, Inc. representatives participated in the previous Pre-Bid Conference held on 2 March 2018 for the Bidding of Computer Rental for One Year (which was a failed bid).

No further questions/clarifications were asked by the ISSI Information Technologies, Inc. representatives during the meeting.

**ADJOURNMENT**

There having no other matters to discuss, the meeting was adjourned at 2:25 p.m.

Prepared by:

  
**ZENAIDA C. BAUTISTA**  
BAC Secretariat Member

Noted by:

  
**HOPE B. TORNILLA**  
BAC Secretary

Approved by:

  
**CARMELITA S. MARASIGAN**  
BAC Chairperson