



TENDER OPENING RECORD

FILE NO.

PAGE OF

PROJECT		ADVERTISED CLOSING	
PROJECT NO.	CONTRACT NO.	DATE (yyyy-mm-dd)	
NATURE OF WORK		TIME	
LOCATED AT		LOCATION	

TENDER NO.	RECEIVED FROM	TOTAL TENDERED PRICE	AMOUNT OF BID DEPOSIT AND FORM OF REMITTANCE	ALL MANDATORIES SUBMITTED (see attached list)

TENDERS OPENED AT _____ A.M. /P.M. ON THE _____ DAY OF _____, 20 _____ .

WITNESS	SIGNATURE OF MINISTRY OFFICIAL
WITNESS	

RECOMMENDATIONS:	SIGNATURE OF CONTRACT COORDINATOR

APPROVAL TO AWARD	
TENDER NO. _____ ACCEPTED, AWARD OF CONTRACT TO _____ IS AUTHORIZED.	
DATE (yyyy-mm-dd)	SIGNATURE OF AUTHORIZED CONTRACT OFFICER / EXPENSE AUTHORITY