



Ministry of  
Forests and Range



# 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
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