

Procurement Rules & Regulations Forms

PRR – 1

RECORD OF BID OPENING

Contract Title/No.

Bid No.

1. The following bids were received on or before the deadline for submission of bids that was fixed as
(date) at (time) and were publicly opened on (date) at (time) at (place)

Name of Bidder	Nationality	Bid Price ¹	Discount / Rebates	Bid Security Amount	Validity of Bid Security	Remarks

¹ Show prices by sections/schedules if desired. Bid prices should be in the currency of the bid. Any discount offered should also be announced and recorded.

2. The following bidders' official representatives attended the public opening of bids:

Name of Representative	Bidder Represented	Signature

3. The following complaints/manifestations were received during the opening of bids.

Name of Representative	Nature of Complaint	Signature

Chairperson
(Signature, Name, Designation)

Member
(Signature, Name, Designation)

Member
(Signature, Name, Designation)

Member
(Signature, Name, Designation)

Member
(Signature, Name, Designation)

Member
(Signature, Name, Designation)

Member
(Signature, Name, Designation)