

**BID OPENING**  
(To be used for procurements utilizing an IFB)

AGENCY

ITEM BEING PROCURED

PROJECT AUTHORIZATION

BID DUE DATE AND TIME

BID OPENING DATE AND TIME

LOCATION OF OPENING

**BID OPENING ATTENDEES** (Use this form or attach sign-in sheet):

PRINTED NAME	COMPANY	SIGNATURE

NAME OF BIDDER/COMPANY	TIME AND DATE BID RECEIVED AT AGENCY	BID AMOUNT

**LOWEST BID**

COMPANY	BID AMOUNT
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AGENCY REPRESENTATIVE	TITLE
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SIGNATURE	DATE
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