

Bid Reporting Form

Complete this form on projects costing \$3,000-\$24,999.99. Cost refers to total purchase price regardless of grant requested amount.

Applicant _____

Purchase _____

Description Details _____

Date	Bidder Name	Bidder Address	Bidder Phone Number	Quote	Attached Copy of Bid Enclosed

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Did you enclose copy of bidding policy/procurement?

Yes Not Applicable.