

# **Procurement Policy Office**

**Directive No. 76**  
**(Issued Pursuant to Section 7 (b) of the Public Procurement Act 2006)**

## **Bid Opening Report**

1. Pursuant to regulation 14(3) of the Public Procurement (Electronic Bidding System) Regulations 2015, a public body is required to prepare and publish a bid opening report immediately upon completion of the bid opening session. This requirement shall apply to bid opening following an open advertised bidding.
2. Public bodies shall henceforth publish the Bid Opening Report in the format provided herewith at Annex 1 of this Directive.
3. The bid opening report shall be freely accessible on the website of the public body.
4. This Directive takes effect immediately.

Procurement Policy Office  
09 December 2025

## Bid Opening Report

*(Name of Public Body)*

### Procurement of *(Procurement details)*

1. Date:
2. IFB Reference No on the e-PS:
3. Procurement Reference Number:

S No.	Name of Bidder	Bid Amount	Discount (If Any)

*(additional rows may be added as required)*