**Evaluation Report**

**Date**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |
| --- | --- |
| Overseas Mission |  |
| RFQ Number  |  |
| Description |  |
| Type of procurement |  |
|  |  |

**Tender Submission and Opening**

|  |  |
| --- | --- |
| Tender submission deadlinedate, time |  |
| Tender opening date and time |  |
| Date of Evaluation |  |
| Number of tenders received  |  |

**Offers – RFQ no. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

|  |  |  |  |
| --- | --- | --- | --- |
|  | EO’s Name | EO’s Name | EO’s Name |
|  |  |  |  |
| **No.** | **Description** | **Qty.** | **Unit Cost** | **Total Cost** | **Unit Cost** | **Total Cost** | **Unit Cost** | **Total Cost** |
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|  | **TOTAL PRICE** |  |  |  |  |  |  |  |

|  |  |  |
| --- | --- | --- |
| EO’s Name | Total Price | Ranked |
|  |  |  |
|  |  |  |
|  |  |  |

Approved by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signed: Date: \_\_\_\_\_\_\_\_\_\_\_\_\_