

SOLICITATION OPENING TABLE

SOLICITATION TITLE: \_\_\_\_\_

SOLICITATION #: \_\_\_\_\_

OPENING DATE: \_\_\_\_\_

ATTENDEES:

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

Vendor	Signature ✓	Delivery Dates	Terms ( <i>Net</i> )	Complete Document ✓	Exceptions Noted	Bond (if applicable) ✓	Insert columns as needed: Addendum, Business License, SDS, Samples, Specs, etc.