



Civil Society Legislative Advocacy Centre (CISLAC)

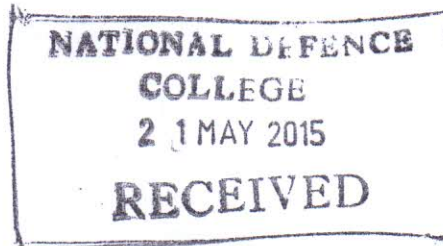
Motto: Strengthening Civil Society Legislative Advocacy

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21st May, 2015

The Commandant
National Defence College
Central Business District
Abuja.



ATTN: HEAD PROCUREMENT UNIT

Dear Sir,

RE: FREEDOM OF INFORMATION (FOI) REQUEST FOR PROCUREMENT RECORDS / INFORMATION AND REQUEST TO SITE/TAKE PICTURES ON THE PROJECTS OF THE FOLLOWING CONTRACTS CARRIED OUT BY THE NATIONAL DEFENCE COLLEGE IN THE YEAR 2014:

With reference to our previous letter submitted on 12th May, 2015, we have a clear mandate to remind and draw your attention to the subject matter mentioned above.

- Construction of Administrative Block
- Extension of Nursery and Primary School, Ushafa
- Upgrading of College Library
- Provision of Site and Services at Maitama
- Renovation and Furnishing of Staff Accommodation Maitama
- Construction of Staff Accommodation, Abuja

On behalf of Civil Society Legislative Advocacy Centre (CISLAC), we write pursuant to the provisions of the Freedom of Information Act, 2011 to request for copies of procurement records for each of the above referenced procurement records/ information and request to site/ take pictures on these projects which are stated in your organizations list of 2014 Procurement Records from the appropriation act published in the Bureau of Public Procurement (BPP) public domain.

In accordance with the Freedom of Information Act 2011, we hereby specifically apply for copies of the following procurement records and information for the above referred bids.

1. Copies of advertisements of invitation for bids published in at least two national dailies and the Federal Tenders journal. Also evidence of the advertisement on your website.
2. Copies of bids submission registers and evidence of receipts issued to bidders on submission of bids.
3. Standard bidding documents as regards the aforementioned processes
4. Evidence of receipts issued to bidders on submission of bids.
5. Minutes of public bid opening for technical and financial proposals.
6. Copies of the Bids Evaluation Report by the Sub-technical Committee of the Tenders Board
7. Copies of minutes of the meeting of the Tenders Board approving the winning bidder.
8. Copies of bids rejection letters or notices, if any
9. Copies of notices of Acceptance of bids issued by the procuring entity to the successful bidder immediately a winner is selected
10. Letter of notification of award of contract and the contract sum
11. Signed contract document
12. Copies of formal appeal by bidders (Protest letter) and the decision in such appeals/complaints if any.
13. Copies of "No Objection" and BPP Certificate of no objection where applicable
14. Copies of summary of details of contracts published by your ministry or BPP

We would appreciate it if the requested information can be made available to our representative, Solomon Adoga Wonah promptly but in any event, not later than 7 days from the date of receipt of this application, as required by the Freedom of information Act. 2011.

Should you require any clarification regarding this application, do not hesitate to contact us at this phone numbers: 08068911296, 08033844646 or via email: wonahsolomon@gmail.com, cislac@cislacnigeria.net

Thank you.

Yours sincerely,



Auwal Ibrahim Musa (Rafsanjani)
Executive Director