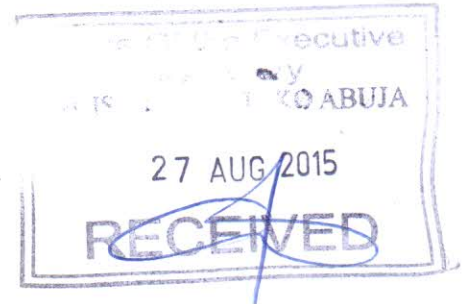


27th August, 2015

The Executive Secretary,
National Health Insurance Scheme (NHIS),
Plot 297, Shehu Yar' Adua Way,
Utako District,
Abuja.



ATTN: HEAD OF PROCUREMENT UNIT

Dear Sir,

RE: FREEDOM OF INFORMATION (FOI) REQUEST FOR PROCUREMENT RECORDS AND INFORMATION ON:

1. LOT 1: PROCUREMENT OF MONITORING VEHICLES FOR HEADQUARTERS, ZONAL AND STATE OFFICES
2. LOT 4: PROCUREMENT OF 250 KVA GENERATOR FOR THE WUSE II OFFICE
3. LOT 8: PROCUREMENT OF COMPUTER SETS INCLUDING PRINTER
4. ACQUISITION OF LAND AND CONSTRUCTION OF CORPORATE HEADQUARTERS
5. CAPACITY BUILDING AND MANPOWER DEVELOPMENT FOR STAFF IN ALL AREAS OF NEED

We wish to draw your attention to our previous letters dated 8th and 15th June, 2015 respectively as regards above subject matter.

The Public and Private Development Centre (PPDC) is a citizen sector organisation that seeks to promote increased citizens participation in governance in a way that supports improved integrity in public sector governance systems through monitoring and reporting on public finance expenditure.

On behalf of Public and Private Development Centre (PPDC), we write pursuant to the provisions of the **Freedom of Information Act, 2011** to request for copies of procurement records for Nos 1 to 3 above referenced procurement processes listed out in the opening of financial bids of the NHIS MTSS Projects and Nos 4 and 5 which was listed in your 2014 Appropriation Act.

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 reference processes.

1. Copy of attendance register at bid opening.
2. Evidence of receipts issued to bidders on submission of bids.
3. Minutes of public bid opening for technical and financial proposals.
4. Copies of the Bids Evaluation Report by the Sub-technical Committee of the Tenders Board
5. Copies of minutes of the meeting of the Tenders Board approving the winning bidder.
6. Copies of bids rejection letters or notices, if any

