



Civil Society Legislative Advocacy Centre (CISLAC)

Motto: Strengthening Civil Society Legislative Advocacy

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15th May 2015

Chairman,
Military Pensions Board
Dutse-Alhaji,
Kubwa,
Abuja.

ATTN: HEAD PROCUREMENT UNIT

Dear Sir,

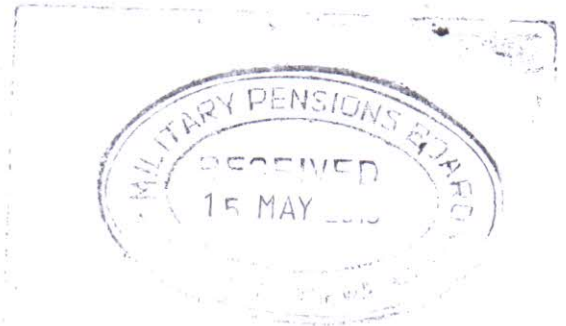
FREEDOM OF INFORMATION (FOI) REQUEST FOR PROCUREMENT RECORDS/INFORMATION AND REQUEST TO SEE THE PROJECTS/TAKE PICTURES OF THE NEW PROJECTS ON THE FOLLOWING CONTRACTS CARRIED OUT BY THE MILITARY PENSIONS BOARD:

- To construct a Sick Bay, Complete and put into use within the year 2014
- Purchase of (1) Nos of Operation and Logistic Vehicle

On behalf of Civil Society Legislative Advocacy Center (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 the 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 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 here, by this letter introduce to you, Amauche Vivian, as a representative of our organization.

According to the 2014 Appropriation Act which has been made available to us on the Bureau of Public Procurement (BPP) public domain, we observe that this project has been listed and appropriated in the Act. We would like to confirm this by requesting that you grant our representative access to all public records and to site and take pictures of these projects.

We would appreciate it if the requested information can be made available to our representative 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 number: 08035844422 or via email: cislac@cislacnigeria.net or calyviche@gmail.com

Thank you.

Yours sincerely,



Auwal Ibrahim
Executive Director
Civil Society Legislative Advocacy Center (CISLAC)