



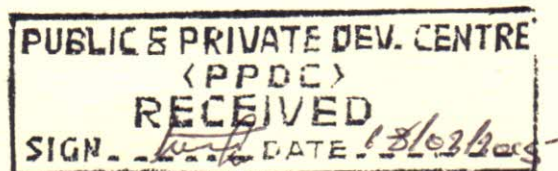
# NATIONAL INSTITUTE FOR PHARMACEUTICAL RESEARCH & DEVELOPMENT (NIPRD)

FEDERAL MINISTRY OF HEALTH

NIPRD/PU/266/2015/30

Office of the Director General / Chief Executive  
13<sup>th</sup> February, 2015

The Chief Executive Officer  
Public and Private Development Centre Ltd/GTE  
1<sup>st</sup> Floor UAC Commercial Complex  
272/273, Central Business District  
Abuja.



Re: Request for Procurement Records/Information and Request to site the Project of the following contracts carried out by your organization in the year 2014

I am directed to refer to your letter dated 4<sup>th</sup> February, 2015 on the above subject matter and to avail you with the following information as requested.

- i. The Laboratory Complex Commissioning and other activities was not carried out by contract. Rather, the fund was used for finishing touches on the lab complex and hosting Mr. President of the Federal Republic of Nigeria Dr. Goodluck Jonathan when he commissioned the Lab Complex on 20<sup>th</sup> February, 2014 and other related activities carried before and after the Commissioning.
  - ii. The contract to supply of Office Equipment, Stationaries and Furniture Fitting for the Lab Complex was not awarded as in 2014 due to lack of funds. Funds was not released by the Federal Government for this contract therefore, the project is carried over to 2015 for further assignment.
  - iii. Supply of Seminar Presentation Equipment in the Lab Complex Conference Hall. This contract was processed and paid for. The amount was within the Director General/CEO approval limit as contained in the Public Procurement ACT 2007 (ACT No.14 of 2007) copy attached. This has been sited by your staff.
  - iv. Tilling of Laboratory in the Lab Complex contract was not awarded in 2014 because Government did not release the 4<sup>th</sup> quarter allocation and it will be carried out in 2015 for further assignment according to the due process.
  - v. Installation of sound proofing facility for 800 KVA generators set. This project was not awarded in 2014 as Federal Government did not release the 4<sup>th</sup> quarter capital allocation, this will be carried over also to 2015 for further assignment according to due process guidelines.
2. Thank you for your anticipated co-operation.

B. Mbahi

For: DG/CEO

B624 only one bid

*[Signature]*  
CPD

(4)

B608



FEDERAL REPUBLIC OF NIGERIA

# Public Procurement Act 2007

(Act No. 14 of 2007)

## Public Procurement Regulations For Goods and Works



BUREAU OF PUBLIC PROCUREMENT



- (e) technical evaluation reports for consultant and non-consultant services ;
- (f) negotiated contracts for consultant and non-consultant services ;
- (g) contract variations resulting in price changes ; and
- (h) responses to complaints.

✱ 36. The Procurement Unit will have the responsibility of processing all procurement activities including the following :

- (a) submission of the procurement plan prepared by the Procurement Planning Committee to the Tenders Board for approval ;
- (b) preparation of tender notifications and request for expressions of interest ;
- (c) preparation and submission to advertising media the documents for: soliciting quotations, prequalification, bidding and request for proposals ;
- (d) issuing documents for: soliciting quotations, prequalification, bidding and request for proposals ;
- (e) receiving and arranging opening of: prequalification documents, bids, quotations and, request for proposals ;
- (f) submission of evaluation reports to the Tenders Board for: prequalification, bids, quotations and consultants' proposals, for approval ;
- ✱ (g) submission of quotations for minor value procurements (below Naira (2.5m) 1.0 million) to the Accounting Officer for approval ;
- (h) making arrangements for contract negotiations ;
- (i) making arrangements for contract signing by the Accounting Officer ;
- (j) preparing documentation for submission to the Bureau for approval ;
- (k) preparing responses to complaints for submission to the Tenders Board; for approval ;
- (l) preparation of documentation on complaints for submission to the Bureau ;
- (m) preparation of all data and information required by the Bureau ;
- (n) any other assignment that will be given by the Accounting Officer that may be necessary to enhance performance of the procurement function.