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August 30th, 2013

The Director General
NAFDAC
Plot 2032 Olusegun Obasanjo Way
Wuse Zone 7
Abuja



ATTN: HEAD PROCUREMENT UNIT

Dear Sir,

RE: REQUEST FOR PROCUREMENT DOCUMENTS AND INFORMATION ON:
LOT 1: COMPLETION OF NAFDAC EXISTING BUILDING AT NO.1 ISOLO
INDUSTRIAL ESTATE APAPA EXPRESS WAY, LAGOS.
LOT 2: COMPLETION OF EXTERNAL WORKS AT NAFDAC EXISTING BUILDING
AT NO. 1 ISOLO INDUSTRIAL ESTATE APAPA EXPRESS WAY, LAGOS.

The above subject matter refers.

We wish to draw your attention to our reminder letter dated July 18th, 2013, in which we wrote your Agency requesting for the above referenced documents and to inform you that the documents we requested have not been released to us till date and we are yet to get any response from your Agency.

May we once again, in accordance with the provisions of the Public Procurement Act 2007 and the Freedom of Information Act, 2011, request that the above requested documents be made available to us which will be used to complete our observation reports. The documents requested are:

- Copies of the minutes of the Tender's Board meeting (Financial Evaluation) approving the winning bidders.
- Copies of the letters of award of contract and the contract sum.
- Copies of the conditions of the contract and payment terms.
- Copies of request by the Tenders Board for certificate of (No Objection) and BPP Certificate of No Objection where applicable

- Copies of summary of details of contracts published by your Agency or BPP.
- Copies of bids rejection notices, if any.

We would appreciate it if these documents can be made available to us promptly but in any event, not later than 7 days from the date of the receipt of this application, as required by the Freedom of Information Act, 2011.

Should you require further clarification regarding this application, do not hesitate to contact us at this phone number: 08034090530, or email: nkem@procurementmonitor.org.

Thank you for your continued anticipated cooperation.

Yours Sincerely,



ILO Nkemdilim.

Procurement Program Officer.

Public and Private Development Centre (PPDC).