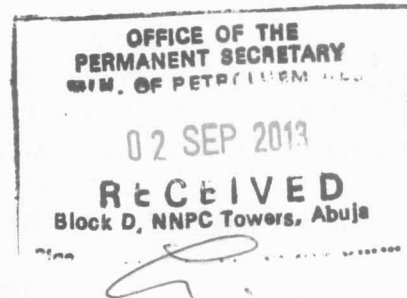


SECRETARIAT:
#10 Ojike Lane,
Aba Abia State - Nigeria.
Info@ppdcng.org
ppdc@procurementmonitor.org

ABUJA CONTACT OFFICE:
1st Floor UAC Commercial Complex,
272/273 Central Business District,
Abuja. +234 9 2700191

September 2nd, 2013

The Permanent Secretary
Ministry of Petroleum Resources
NNPC Towers
Central Business District
Abuja



ATTENTION: HEAD PROCUREMENT UNIT

Dear Sir/Madam,

REQUEST FOR PROCUREMENT RECORDS AND INFORMATION
ON:

- **IMPLEMENTATION OF PETROLEUM INDUSTRY BILL (PIB)**
- **UTOROGU-UGHELLI/PHCN DELTA GAS SUPPLY LINE**
- **GAS ROYALTY RECONCILIATION**
- **ACTUALISING AND IMPLEMENTING E-GOVERNMENT FOR
PROCESS AND PROCEDURE IN THE PETROLEUM SECTOR**

On behalf of Public and Private Development Centre (PPDC), we write pursuant to the provisions of the Public Procurement Act, 2007 and the Freedom of Information Act, 2011, to request for copies of the procurement records and information for the above referenced procurement activities which your ministry carried out on June 17th, 2013.

We hereby specifically request for copies of the following procurement records and information for the above referred bids.

1. Copies of advertisements of invitation for the bids published in two national dailies and the Federal Tenders journal.
2. Copies of the bids submission registers
3. Evidence of receipts issued to bidders on submission of bids.

4. Standard bidding documents issued to bidders in respect of the above bids
5. Copies of minutes of public bid opening for technical 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 (financial bids) approving the winning bidder, if any.
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, if any
10. Letter of notification of award of contract and the contract sum, if any
11. Signed contract document, if any
12. Copies of formal appeal by bidders (Protest letter) and the decision in such appeals/complaints if any.
13. Copies of summary of details of contracts published by your ministry or BPP, if any

We here, by this letter introduce to you, Mr. Theophilus Nnaji as a representative of our organization.

We would appreciate it, if the documents 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: 08034090530; or email: nkem@procurementmonitor.org

Thank you.

Yours sincerely,



Ilo Nkemdilim

Procurement Program Officer,
Public and Private Development Centre (PPDC)
www.ppdeng.org, www.procurementmonitor.org