

SECRETARIAT:

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Aba Abia State - Nigeria.

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ppdc@procurementmonitor.org

November 13th 2012

ABUJA CONTACT OFFICE:

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0803 781 4849
0803 409 0530

The Director General

NAFDAC

Plot 2032 Olusegun Obasanjo WAY

Wuse Zone 7

Abuja

ATTN: MR WILFRED A SAYI

Dear Sir,

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.

With reference to our earlier request for procurement documents and information on the technical bids opening of procurement exercise which NAFDAC carried out on September 12th, 2012 at your premises, we wish to further write pursuant to the Public Procurement Act (PPA) 2007 and the Freedom of Information (FOI) Act 2011, to specifically request for more procurement documents and information for the above referenced lots which your agency undertook the financial bids opening on October 17th, 2012.

Specifically, we request for these procurement documents and information that will be used in the completion of our observation report:

1. Copies of Procurement plans for the contract.
2. Bidding documents issued to all bidders for the contract.
3. List of all contractors that submitted bids for the procurement.
4. Attendance sheet of bids opening.
5. Minutes of public bids opening for technical proposals.
6. Copies of the Bids Evaluation Report by the Sub- technical Committee of the Tenders' Board for the procurement.
7. Copies of minutes of the Tenders' Board meeting approving the winning bidder.
8. Copies of letters of award of the contract and final contract award document for the procurement.
9. Documentation showing the contract sum, condition of the contract and payment terms schedule.
10. Copies of bids rejection letters or notices, if any.

*Original copy
by me. Sayi
14/11/12*

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DEVELOPMENT
CENTRE

11. Copies of formal appeal by bidders (Protest letter) and the decision in such appeals/complaints if any.
12. Copies of request by the Tenders Board for certificate of "No Objection" and BPP Certificate of No Objection where applicable.
13. Copies of summary of details of contracts published by your ministry or BPP.

Please also note that we will be following up with the process after the contract is finally awarded as our statutory mandate requires.

We would appreciate it if the documents can be made available to us 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: 0803 409 0530 or 0803 781 4849 or via email: nkem@procurementmonitor.org

Thank you for your continued anticipated cooperation.

Yours sincerely,



Ilo Nkemdilim

Procurement Program Officer,

Public and Private Development Centre (PPDC)

www.ppdncg.org, www.procurementmonitor.org