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July 5<sup>th</sup>, 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 letter dated June 13<sup>th</sup>, 2013, in which we wrote your Agency requesting for the above referenced 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 therefore once again, in accordance with the provisions of the Public Procurement Act 2007 and the Freedom of Information Act, 2011 request the release of the above documents which will be used to complete our observation reports. The documents requested are:

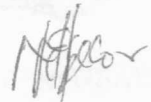
- Copies of the minutes of the Tender's Board meeting (Financial Evaluation) approving the winning bidder.
- Copies of the letters of award of contract and the contract sum.
- Copies of the contract award document.
- Copies of the conditions of the contract and payment terms.
- Copies of BPP Certificate of No Objection
- 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, email: [nkem@procurementmonitor.org](mailto:nkem@procurementmonitor.org).

Thank you for your continued anticipated cooperation.

Yours Sincerely,



ILO Nkemdilim.  
Procurement Program Officer.  
Public and Private Development Centre (PPDC).