



ZERO CORRUPTION COALITION

**7, Mahatma Ghandi Street, Off Shehu Shagari Way, Asokoro, Abuja Tel: 09-7818706,
08030899990, 08026512345**

09th January, 2014

The Permanent Secretary,
Federal Ministry of Education,
Federal Secretariat Phase III,
Abuja.



ATTENTION: Head, Procurement Department,

Dear Sir,

**REQUEST FOR PROCUREMENT RECORDS AND INFORMATION ON INVITATION FOR
LOT 1, 2,&3**

On behalf of the Zero Corruption Coalition, we write pursuant to the provisions of the Public Procurement Act, 2007 and the Freedom of Information Act, 2011 to request for copies of procurement records for the above referenced procurement processes which your organization undertook the public opening exercise on 21st June, 2013. Below table referred to the lots requested.

LOT	PROJECT	Location
EQT/03/13/ Lot 1	Supply of various units of Bectrical and Automobile Technology Workshop Equipment (including but not limited to such equipment as 3 digital wheel balancing machines, 3 hand held engine analyzers, 6 automated wheel changer and inflators, 3 Vehicle Systems analyzers, 6 Automotive Tachometers, 3 car lifts, 3 Engine hoists, 3 Electrical coil winding machines, 60 Moving coil Ammeters, 15 Students galvanometer, 3 ohmmeters, 3 color bar generators, 3 laboratory transformers, 3 Digital oscilloscopes and 6 Double Trace Oscilloscopes)	Akwa Ibom, Abia and Enugu State
EQT/03/13/ Lot 2	Supply of various units of Electrical and Automobile Technology Workshop Equipment (including but not limited to such equipment as 2 digital wheel balancing machines, 2 hand held engine analyzers, 4 automated wheel changer and inflators, 2 Vehicle Systems analyzers, 4 Automotive Tachometers, 2 car lifts, 2 Engine hoists, 2 Electrical coil winding machines, 40 Moving coil Ammeters, 10 Students galvanometer, 2 ohmmeters, 2 color bar generators, 2 laboratory transformers, 2 Digital oscilloscopes and 4 Double Trace Oscilloscopes)	Ondo and Lagos States

EQT/03/13/ Lot 3	Supply of various units of Electrical and Automobile Technology Workshop Equipment including but not limited to such equipment as 1 digital wheel balancing machine, 2 hand held engine analyzers, 2 automated wheel changer and inflators, 2 Vehicle Systems analyzers, 3 Automotive Tachometers, 1 car lift, 2 Engine hoists, 20 Bicycle Repair Kits, 20 Bicycle Hand Pump with twin connectors, 50 Bicycle Tyre Puncture Repair kits, 2 Electrical coil winding machines, 24 Moving coil Ammeters, 8 Students galvanometer, 2 ohmmeters, 2 color bar generators, 2 laboratory transformers, 1 Digital oscilloscopes and 3 Double Trace Oscilloscopes)	Borno, FCT and Kaduna State
---------------------	--	-----------------------------

In accordance with the Public Procurement Act, 2007 and the Freedom of information Act, 2011, we hereby apply for photocopies of the following procurement records and information for the above referred bids.

1. Copies of Procurement plans and information, including needs assessment and evaluation, identification of goods and works required.
2. Copies of advertisements of invitation for bids published in at least two national dailies apart from the Federal Tenders journal. Also evidence of the advertisement on your website and notice board.
3. Copies of bids submission registers and duplicate copies of receipts issued to bidders on submission of bids.
4. Minutes of public bid opening for technical and financial proposals.
5. Copy of the Bids Evaluation Report by the Sub technical Committee of the Tenders Board
6. Copy of minutes of the meeting of the Tenders Board approving the winning bidder.
7. Copies of bids rejection letters or notices, if any
8. Copies of notices of Acceptance of bids issued by the procuring entity to the successful bidder immediately a winner is selected
9. Letter of notification of award of contract
10. Signed contract document
11. Copy of formal appeal by bidders (Protest letter) and the decision in such appeals/complaints if any.
12. Copy of request by the Tenders Board for certificate of "No Objection" and BPP Certificate of No Objection where applicable
13. Copy of summary of details of contracts published by your ministry or BPP

We here, by this letter introduce to you, Mr. Moses Oluwaseyi 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: 0803 089 9990, or via email: one4favor@yahoo.com

Best Regards


Moses Oluwaseyi