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CIRCULAR



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Office of the Secretary to the
Government of the Federation,
The Presidency,
Shehu Shagari Complex,
Three Arms Zone,
Abuja

11th December, 2014

- Chief of Staff to the President,
- Deputy Chief of Staff to the President, Office of the Vice-President,
- Principal Secretary to the President,
- Honourable Ministers/Ministers of State,
- Head of the Civil Service of the Federation,
- Special Advisers/Senior Special Assistants,
- Service Chiefs/Inspector-General of Police,
- Chairman, Federal Civil Service Commission,
- Chairman, Code of Conduct Bureau,
- Chairman, Code of Conduct Tribunal,
- Chairman, Federal Character Commission,
- Chairman, Independent National Electoral Commission,
- Chairman, National Population Commission,
- Chairman, Revenue Mobilization, Allocation
and Fiscal Commission,
- Governor, Central Bank of Nigeria,
- Chairman, Independent Corrupt Practices and other
Related Offences Commission,

Chairman, Economic and Financial Crimes Commission,
Chairman, National Drug Law Enforcement Agency,
Chairman, National Assembly Service Commission,
Permanent Secretaries and Heads of Extra-Ministerial Departments,
Clerk of the National Assembly,
Chief Registrar, Supreme Court of Nigeria,
Secretary, National Judicial Council,
Auditor-General for the Federation,
Accountant-General of the Federation,
Directors-General/Chief Executives of Parastatals,
Agencies and Government-Owned Companies.

**COMPLIANCE WITH THE PROVISIONS OF THE PUBLIC PROCUREMENT
ACT (PPA) 2007, AS THEY RELATE TO MAINTAINING A NATIONAL
DATABASE OF ALL CONTRACTORS, CONSULTANTS AND
SERVICE PROVIDERS**

This is to inform all Ministries, Departments and Agencies that Mr. President has directed that any Federal Contractor, Consultant and/or Service Provider that is not registered with the National Database of Federal Contractors, Consultants and Service Providers domiciled at the Bureau of Public Procurement will no longer be allowed to do business with the Government. This is to facilitate the maintenance of a National Database of the particulars, classification and categorization of Federal Contractors, Consultants and Service Providers as required by the provisions of **Sections 5(h) and 6(1)(f)** of the Public Procurement Act, 2007.

2. Accordingly, all Ministries, Departments and Agencies (MDAs) of Federal Government are required to ensure that all Contractors, Consultants

and Service Providers doing business with Federal Government are duly registered on the National Database of Federal Contractors, Consultants and Service Providers which can be accessed via the database website at www.federalcontractors.bpp.ng or through the Bureau of Public Procurement's website at www.bpp.gov.ng.

3. Consequently and for the avoidance of doubt, all MDAs should henceforth include **"Evidence of registration on the National Database of Contractors, Consultants and Service Providers"** as a requirement in solicitations documents in compliance with the provision of Sections 5(h) and 6(1)(f) of the Public Procurement Act, 2007. Prospective bidders should be requested to submit an Interim Registration Report (IRR) as evidence of compliance with this requirement.

4. The implementation of this Circular is with immediate effect and should be brought to the attention of all concerned.

5. Please ensure strict compliance with the contents of this circular.



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Secretary to the Government of the Federation