CIRCULAR

Ref. No. SGF/OP/I/S.3/IX/418

SA-KK
Pls bring with
attention of all
21/9/12

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

13th September, 2012

Chief of Staff to the President,

Deputy Chief of Staff to the Vice President,

Principal Secretary to the President,

All Honourable Ministers/Ministers of State,

Head of the Civil Service of the Federation,

National Security Adviser,

Economic Adviser to the President,

Special Advisers/Senior Special Assistants,

Chief of Defence Staff/Service Chiefs/Inspector-General of Police,

Governor, Central Bank of Nigeria,

Chairman, Federal Civil Service Commission,

Chairman, Police Service Commission,

Chairman, Code of Conduct Bureau,

Chairman, Code of Conduct Tribunal,

Chairman, Federal Character Commission,

Chairman, Revenue Mobilization, Allocation and Fiscal Commission,

Chairman, Federal Inland Revenue Service,

Chairman, Independent National Electoral Commission,

Chairman, National Population Commission,

Chairman, Independent Corrupt Practices and other Related Offences Commission,

Chairman, Economic and Financial Crimes Commission,

Chairman, National Drug Law Enforcement Agency,

All Permanent Secretaries and Heads of Extra-Ministerial Departments,

Clerk of the National Assembly,

Chief Registrar, Supreme Court of Nigeria,

Accountant-General of the Federation,

Auditor-General for the Federation,

Directors-General and Chief Executives of Parastatals, Agencies and Government-Owned Companies.

CONCLUSION OF PROCUREMENT ACTIVITIES FOR THE YEAR 2012

It will be recalled that in furtherance of the determination of the Federal Government to ensure early and full implementation of the 2012 Budget, this Office issued a Circular Ref. No. 59780/S.11/I/9 of 26th January, 2012 which directed all Ministries, Departments and Agencies to conclude all the necessary processes for award of contracts by the end of May, 2012.

2. Pursuant to the foregoing, I am to inform all Accounting Officers of Ministries, Departments and Agencies that the Federal Executive Council (FEC) will not consider any proposal for award of contract(s) after 30th November, 2012.

3. In this connection, all Accounting Officers are to ensure that all projects and programmes which require Due Process Certificate of "No Objection" prior to Contract award are forwarded to the Bureau of Public Procurement (BPP) for consideration on or before 31st of October 2012. For the avoidance of doubt, any request for Certificate of "No Objection" made to the BPP after the 31st of October 2012, will not be considered.

4. Furthermore, all Departments and Agencies whose budgets are not funded from the Federation Account, i.e. Agencies whose budgets are individually forwarded to the National Assembly by Mr. President, should make sure that such budgets are before Mr. President on or before 15th November, 2012. It should be noted that subsequent years' budgets of such Agencies should reach Mr. President not later than the 30th of September, each year.

5. Accordingly, all Accounting Officers should ensure strict compliance with the contents of this Circular.

Anyim Pius Anyim, GCON
Secretary to the Government of the Federation