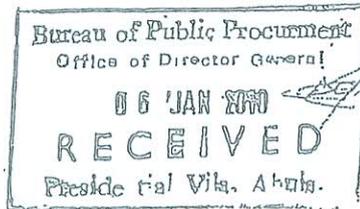


CIRCULAR

Ref. No. SGF/OP/II/S.3/VIII/177



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

31<sup>st</sup> December, 2009

Principal Secretary to the President,  
Principal Secretary to the Vice-President,  
All Honourable Ministers,  
Head of the Civil Service of the Federation,  
Chief Economic Adviser to the President,  
Special Advisers/Senior Special Assistants,  
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,  
Secretary, National Judicial Council,  
Accountant-General of the Federation,  
Auditor-General for the Federation,  
Directors-General and Chief Executives of  
Parastatals, Agencies and Government-  
Owned Companies.

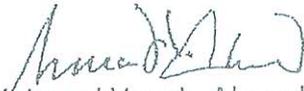
PROCUREMENT PLANS FOR 2010

You will recall that in Circular No. SGF.OP/II/S.3/VII/952 of 17<sup>th</sup> March, 2008, Chief Accounting Officers were advised to adopt Procurement Plan Templates to facilitate the full implementation of the Budget as required by the 2007 Procurement Act.

2. In this regard, all Chief Accounting Officers of Ministries, Departments and Agencies are now required to prepare their Procurement Plans and other relevant information for the 2010 Financial Year for the consideration of the Bureau of Public Procurement. The Procurement Plans which are to be submitted in hard and electronic copies should be in accordance with the approved Template adopted for the 2008 and 2009 Exercises and should reach the Office of the Director General, Bureau of Public Procurement on or before the close of work on Friday, 29<sup>th</sup> January, 2010.
3. Furthermore, in line with the relevant Sections of the 2007 Public Procurement Act, the Bureau of Public Procurement is required to expeditiously review the Procurement Plans and organize a follow-up Procurement Planning Workshop to address all identified inadequacies

with a view to enhancing Budget Implementation. The Workshop is scheduled to hold in February, 2010 and all MDAs are required to forward the names of their nominees for the Workshop to the Bureau of Public Procurement.

4 The implementation of this circular is with immediate effect.



Mahmud Yayale Ahmed, CFR  
Secretary to the Government of the Federation