

CIRCULAR

Ref. No. SGF/OP//S.3/XI/892

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

26th May, 2016

DFA/H(Proc)
Please speak.
3/5/16
SG
OFFICE OF THE SECRETARY-GENERAL
GOVERNMENT OF THE FEDERATION
ABUJA

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

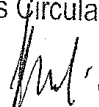
Chairman, Independent Corrupt Practices and other
Related Offences Commission,
Chairman, Economic and Financial Crimes Commission,
Chairman, National Drug Law Enforcement Agency,
Chairman, Federal Inland Revenue Service,
Chairman, National Assembly Service Commission,
Clerk of the National Assembly,
Chief Registrar, Supreme Court of Nigeria,
Secretary, National Judicial Council,
Auditor-General for the Federation,
Accountant-General of the Federation,
Heads of Extra-Ministerial Departments/Directors-General/Chief
Executive Officers of Parastatals, Agencies and Government-Owned
Companies.

IMMEDIATE AND TIMELY IMPLEMENTATION OF THE 2016 BUDGET

Despite the dwindling resources from oil revenue, Government has taken necessary steps to ensure that projects and programmes that will significantly impact the lives of citizens, and provide palliatives to cushion the current global financial crisis, were adequately captured in the 2016 Budget. It is, therefore, of utmost priority to this Administration that the 2016 Budget is fully and effectively implemented.

2. In order to ensure that the 2016 Budget is fully implemented by the end of the Budget Year, there is need for Ministries, Departments and Agencies (MDAs) of Federal Government to accelerate the implementation of procurement activities for all new and on-going projects and programmes indicated in the 2016 Budget. This must, however, be carried out in accordance with the provisions of the Public Procurement Act, 2007.

3. To fast-track the implementation of the 2016 Budget, particularly for new programmes and projects, MDAs are accordingly directed to comply with the six (6) weeks' Advertisement period for International/National Competitive Bidding stipulated in Section 25 of the Public Procurement Act, 2007. In other words, the pre-qualification evaluation process should not exceed fourteen (14) days, while the financial evaluation process, notification of award and obtaining necessary approvals should not exceed thirty (30) days all together. Also, Contracts should be awarded within Seven (7) days after final approval for award has been obtained.
4. Furthermore and in line with an earlier Circular Ref. No. SGF/0P//S.3/VIII/57 of 11th March, 2009 issued by my Office, MDAs are directed to advertise and invite bids (Technical and Financial), for projects costing less than N100million for Goods and Services, and N300million for works as such procurements do not require separate prequalification. This will reduce the average processing time for Open Competitive Bidding by at least 35 days, and further accelerate implementation of the 2016 Budget.
5. It is expected that if all MDAs comply with these stipulated time-lines and procedures, the process for award of most Contracts would have been concluded and formalised before August 2016, thereby providing the platform for full implementation of the 2016 Budget.
6. To this end, MDAs that have not commenced the implementation of their 2016 Procurement Plans are accordingly directed to proceed forthwith, as dilatory conduct in whatever form will not be tolerated and may lead to the invocation of appropriate sanctions in accordance with the Public Service Rules.
7. All Accounting Officers should accordingly be guided and ensure strict compliance with the contents of this Circular.


Engr. Babachir David Lawal, FNSE
Secretary to the Government of the Federation.