

C I R C U L A R

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

31st August, 2018


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,
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, National Salaries, Incomes and Wages Commission,
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,
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,
Surveyor General for the Federation,
Directors-General/Chief Executives of Parastatals, Agencies and Government-Owned Companies

**PREREQUISITES FOR THE IMPLEMENTATION OF INFORMATION
TECHNOLOGY PROJECTS IN MINISTRIES, DEPARTMENTS, AGENCIES AND
GOVERNMENT OWNED COMPANIES**

The Federal Government has observed with dismay the indifferent compliance levels by Ministries, Departments, Agencies and other Government establishments with extant regulations issued to guide the implementation of Information Technology (IT) Projects as well as the procurement of Locally Assembled IT Components.



2. These policy directives were issued to ensure that the technology and services being procured are suitable for the country from the point of view of national security and the environment and the attainment of the following objectives amongst others:

- i. facilitate alignment of IT projects /investments with MDAs and other government establishments mandates and functions with the overall IT vision and policy of the Federal Government;
- ii. facilitate the integration of IT systems and services to save costs, promote shared services, interoperability and improve efficiency;
- iii. ensuring transparency in IT procurement by MDAs and other government establishments
- iv. ensure adequate arrangements are in place for indigenous capacity for after-sales-service to sustain the project beyond the initial deployment;
- v. ensure that the project promotes indigenous content and preference is given to indigenous companies where capacity or the product or service exists and comparable to other brands in terms of best practices and quality etc.

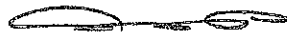
2. It was in realization of the above objectives that the National Information Technology Development Agency (NITDA) was designated as the Federal Government clearing house and certifying authority on all Information Technology projects and procurement of IT components.

3. It has therefore become necessary to reiterate that all extant regulations guiding the implementation of Information Technology (IT) Projects as well as the procurement of Locally Assembled IT Components still subsists and are enforceable. In this regard, the provisions of the relevant extant Circulars are referenced in the table below for emphasis:

S/N	CIRCULAR NO.	DATE OF ISSUANCE	TITLE	AUTHORITY
i.	SGF.6/S.19/T/65	18th April, 2006	Guidelines on the Use and Upgrade of Microsoft Software and Products as well as Services	Secretary to the Government of the Federation
ii.	SGF.6/S.12/C.2/II/788	17th July, 2012	"Guidelines for the Purchase of Locally Assembled Computers	Secretary to the Government of the Federation

4. For the avoidance of doubt, MDAs and other government establishments are to relate with and obtain prior approval from NITDA for the implementation of Information Technology (IT) Projects as well as the procurement of Locally Assembled IT Components.

5. The implementation of this circular is with immediate effect and the contents should be brought to the attention of all Agencies of Government for strict compliance as future non-compliance would be considered a violation, which will be appropriately sanctioned.



Boss Mustapha
Secretary to the Government of the Federation