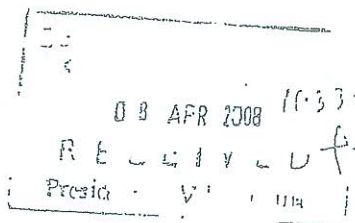


C I R C U L A R

Ref. No. SGF.JOP/1/S.3/VII/964



Office of the Secretary to the
Government of the Federation,
The Presidency,
Federal Secretariat Complex,
Shehu Shagari Way,
Abuja.

7th April, 2008

Chief of Staff to the President,
Deputy Chief of Staff to the Vice President,
Honourable Ministers,
Head of the Civil Service of the Federation,
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, Revenue Mobilization, Allocation and
Fiscal Commission,
Chairman, Federal Inland Revenue Service,
Chairman, Code of Conduct Bureau,
Chairman, Code of Conduct Tribunal,
Chairman, Independent National Electoral Commission,
Chairman, National Population Commission,
Chairman, Federal Character Commission,
Chairman, Independent Corrupt Practices and Other
Related Offences Commission,

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Chairman, Economic and Financial Crimes Commission,
Chairman, National Drug Law Enforcement Agency,
Chairman, National Salaries, Incomes and Wages Commission,
Permanent Secretaries,
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/Chief Executives of Parastatals,
Agencies and Government-Owned Companies.

REQUIREMENT FOR THE COMPLETION OF FINAL DESIGNS BEFORE
CONTRACT AWARDS FOR REHABILITATION/CONSTRUCTION
PROJECTS TO OBVIATE REQUESTS FOR VARIATION OF COSTS

In order to obviate requests for the revision of contract sums for many on-going projects due to the fact that most of them were awarded based on Preliminary Engineering Designs, Mr. President has approved that henceforth all Ministries, Departments and Agencies (MDAs) should complete the Final Designs before the award of new contracts for Rehabilitation/Construction of projects. The completion of Final Designs before award will significantly remove the revision of costs attributed to inadequate quantities in the Bill Provisions and consequently reduce the incidence and extent of variation to the barest minimum.

2. Accordingly, the Accounting Officers of Ministries, Departments and Agencies (MDAs) are henceforth to ensure that Final Designs of projects are completed before the award of new Rehabilitation/Construction contracts.

3. The implementation of this Circular is with immediate effect, and all Accounting Officers are required to ensure strict compliance with the 2007 Public Procurement Act in all its aspects.

Z. Kingibe
Ambassador Baba Gana Kingibe, CFR
Secretary to the Government of the Federation