

BPP/1214/I/4

29th January, 2024

CIRCULAR

**Directors of Procurement (Pool),
All Procurement Officers (Pool)**

**REQUEST FOR SUBMISSION OF ONE (1) MONTH IPPIS'S PAY –SLIP
TO THE DEPARTMENT OF ADMINISTRATION**

I am directed to refer you to the above subject and request you to submit your 2023 December pay-slip to the Mobility Unit of the Administration Department on or before Friday, 2nd February, 2024.

2. Further to the above, Heads of Procurement Department in all MDAs are to ensure strict compliance to the content of this circular.
3. Please accept the assurances of the Director General's esteemed regards.



Mustapha A.S
Assistant Director
For: Director General