

BUREAU OF PUBLIC PROCUREMENT

* Competition * Transparency * Efficiency

BPP/DG/2025/267



BPP
CIRCULAR

THE PRESIDENCY
11, Suleiman Barau Crescent,
Presidential Villa,
Abuja.

28th August, 2025.

Chief of Staff to the President,
Deputy Chief of Staff to the Vice President,
Principal Secretary to the President,
Chief Justice of Nigeria,
Secretary to the Government of the Federation,
Head of the Civil Service of the Federation,
All Honourable Ministers/Ministers of State,
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 Mobilisation, 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,
Accountant-General of the Federation,
Auditor-General for the Federation,
Directors-General and Chief Executives of Parastatals, Agencies and
Government-Owned Companies,
Chief Executives/Heads of Private Companies/Firms, and Non – Governmental
Organizations/ Civil Society Organizations.

**RE: TRANSITION TO ELECTRONIC SUBMISSION PROCEDURES AT THE
BUREAU OF PUBLIC PROCUREMENT (BPP)**

Further to the Bureau's Circular referenced BPP/DG/ 2025/250 of 4th August, 2025 on the above subject matter, and in view of the ongoing migration to e-government platforms, the deadline for exclusive electronic submission of all requests and documents to the BPP is hereby extended to Monday, 8th September, 2025.

2. In view of the above, the Bureau wishes to notify all Government Ministries, Departments, and Agencies (MDAs), Government Owned Companies (GOCs), Private Companies/Firms, and Non – Governmental Organizations(NGOs)/ Civil Society Organizations(CSOs) of the following:
 - i. With effect from Tuesday, 9th September, 2025, the Bureau will not accept or process any hardcopy requests/submissions. MDAs, GOCs, Private Companies/Firms and NGOs/CSOs shall continue to submit all procurement-related documents electronically via submissions@bpp.gov.ng (all routine procurement submissions), and receive BPP correspondences via official@bpp.gov.ng;
 - ii. All non-procurement related communications and inquiries shall be submitted via the Bureau's official email: info@bpp.gov.ng;
 - iii. Failure to adhere to the new deadline and channels of communication shall result in outright denial of service by the Bureau, including non-acceptance and non-processing of requests/submissions until the concerned MDA or Organization fully complies with the electronic submission procedures;
 - iv. MDAs or Organizations that have not already done so are to forward two (2) official email addresses and two (2) active telephone numbers of designated officers for formal communication and authentication purposes.
3. All MDAs, GOCs, Private Companies/Firms and NGOs/CSOs are enjoined to ensure immediate alignment of their internal processes to avoid disruptions or delays in procurement submissions and reviews.
4. Please give this circular the widest circulation.


Dr. Adebawale A. Adedokun *FCIPS (Chartered), ACFE*
Director-General