



**BUREAU OF PUBLIC PROCUREMENT**

**THE PRESIDENCY**

11 Suleiman Barau Crescent, Presidential Villa, Abuja

**BPP/786/Vol. 1/58**

**8th November, 2019**

**CIRCULAR**

The Chief of Staff to the President, C-in-C,  
The Deputy Chief of Staff to the Vice-President,  
Chief Justice of Nigeria,  
Secretary to the Government of the Federal,  
The Head of the Civil Service of the Federation,  
All Permanent Secretaries,  
Service Chiefs/Inspector-General of Police,  
The Chairman, Federal Civil Service Commission  
The Chairman, Police Service Commission,  
Accountant General of the Federation,  
Auditor-General for the Federation,  
Surveyor-General of the Federation,  
Chief Registrar Supreme Court of Nigeria,  
Directors-General and Chief Executives of Parastatals/  
Agencies.

**RETURNS ON VACANCIES/APER SCORES AND ELIGIBILITY LIST FOR THE YEAR 2019 PROMOTION OF PROCUREMENT OFFICERS ON SALARY GRADE LEVELS 08-13 IN THE POOL OF BUREAU OF PUBLIC PROCUREMENT.**

The Bureau of Public Procurement (BPP) has commenced preparations for the conduct of the Year 2019 promotion examination in respect of officers on Salary Grade Levels 08-13 in its pool.

2. Consequent upon this, I write to request you to urgently forward the **Vacancy returns/APER Scores, eligibility and seniority lists** in respect of eligible officers in the attached Form "A" and form "B" (**Record of all Procurement Officers**).
  
3. Furthermore, for an officer to be eligible for the 2019 Promotion exercise, he must have spent a minimum of three (3) years on his/her present grade level by 1<sup>st</sup> January, 2019. For the purpose of clarity, this promotion exercise is meant for the following cadres;
  - (i) Procurement Officers; and
  - (ii) Procurement Assistants/Executives
  
4. All returns should be made in soft and hard copies, and must be duly signed by the **Director (Admin/HRM)** and to reach the Director General of the Bureau of Public Procurement on or before **Monday 18th November, 2019**.
  
5. Please accept the assurances of my warm and esteemed regard.

MCA ——— .

**Mamman Ahmadu, FNIQS**  
Director-General



**BUREAU OF PUBLIC PROCUREMENT (BPP)**

MDA ..... **FORM B: ALL PROCUREMENT OFFICERS**

| S/N | Name of Officer | DOB | DOFA | DOCA | DOPA | Designation | SGL | Date of Last Promotion | Date of Last Posting |
|-----|-----------------|-----|------|------|------|-------------|-----|------------------------|----------------------|
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**D(Admin/HRM)**

**BUREAU OF PUBLIC PROCUREMENT (BPP)**

MDA .....

**FORM A: ELIGIBILITY LIST**

| S/N | Name of Officer | DOB | DOFA | DOCA | DOPA | Designation | SGL | Date of Last Promotion | APER SCORES |      |      | REMARK |         |  |
|-----|-----------------|-----|------|------|------|-------------|-----|------------------------|-------------|------|------|--------|---------|--|
|     |                 |     |      |      |      |             |     |                        | 2016        | 2017 | 2018 |        | AVERAGE |  |
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D(Admin/HRM)