



**GOVERNMENT OF IMO STATE, NIGERIA**  
**BUREAU OF PUBLIC PROCUREMENT, PRICE**  
**INTELLIGENCE AND RELATED MATTERS (BPPPI)**

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**PUBLIC PROCUREMENT CIRCULAR NO.6/2020**

**Distribution:**

All Hon. Commissioners  
Secretary to the Government of Imo State  
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Chairman, Bureau for Lands, Survey, Housing and Urban Development  
Principal Secretary to the Governor  
Principal Secretary to the Deputy Governor  
All Permanent Secretaries  
The Clerk, Imo State House of Assembly  
The Chief Registrar, High Court of Justice  
The Chief Registrar, Customary Court of Appeal  
The Auditor General  
All Heads of Non Ministerial Departments  
All Heads of Parastatals and Agencies

**GUIDELINES FOR COVID19 PANDEMIC RELATED EMERGENCY PROCUREMENT**

His Excellency, the Governor of Imo State, Dist. Senator Hope Uzodinma, has approved the following Guidelines for all COVID 19 related Emergency Procurement in the State Public Service.

**HIGH VALUE HIGH RISK EMERGENCY PROCUREMENT (N25 Million and above)**

All Procurement Officers and all other Public Officers involved in the Procurement process for the Testing, Containment and Treatment of the COVID19 Virus Pandemic through the Emergency Procurement process are hereby reminded that such transactions are subject to the State Public Procurement Law No. 12 of 2010.

2. We therefore like to refer all Officers involved in the Emergency Procurement process to Section 45(1-4) of the State Public Procurement Law No.12 that prescribes as follows:

- 1) A procuring entity may for the purpose of this Law, carry out an emergency procurement where:
  - a) the State or Country is either seriously threatened by or actually confronted with a disaster, catastrophe, war, insurrection or Act of God;

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- b) the condition of or quality of goods, equipment, building or public owned capital goods may deteriorate unless action is urgently and necessarily taken to maintain them in their actual value or usefulness;
- c) a public project may be seriously delayed for want of an item of minor value.
- 2) in an emergency situation, a procuring entity may carry out direct contracting of goods, works and services.
- 3) All procurements made under emergencies shall be handled with expedition but along principles of accountability, due consideration being given to the gravity of each emergency.
- 4) Immediately after the cessation of the situation warranting any emergency procurement, the procuring entity shall file a detailed report thereof with the Bureau which shall verify same and if appropriate issue Certificate of "NO Objection".

### **LOW VALUE LOW RISK EMERGENCY PROCUREMENT (Less than N25 Million)**

In order to encourage, facilitate the participation and improve the ease of doing business for Micro, Small and Medium Enterprises (MSMEs) in the COVID 19 related Emergency procurement in Imo State, the following Guidelines shall apply for all COVID 19 related Low Value Low Risk Emergency Procurement.

- i) Pre tender mandatory requirements (CAC registration, Tax Clearance Certificate, VAT Registration, Evidence of Registration as Contractor with Imo State government, Tender Fees etc) shall now be mandatorily required at the Post Tender/Contract Signing Stage.
- ii) Advance Payment Guarantee (APG) may not be required for Mobilization Fees under emergency procurement of Less than N25million but payment of invoices for work done shall be subject to submission of Interim or Work Completion Certificates signed by the relevant Accounting Officer and Certificate of "NO OBJECTION" issued by the Bureau of Public Procurement and Price Intelligence.
- iii) In an emergency situation, a procuring entity may carry out direct contracting of goods, works and consultancy services.
- iv) All procurements made under emergencies shall be handled with expedition but along the principles of accountability and due consideration being given to the gravity of each emergency.
- v) Immediately after the cessation of the situation warranting any emergency procurement, the procuring entity shall file a detailed report thereof with the Bureau which shall verify same and if appropriate issue Certificate of "NO Objection".

Failure to comply fully with the relevant Section of the Procurement Law or any of the above guidelines will amount to a serious contravention of the State Public Procurement Law and which shall be punishable under Section 60 (Offences relating to Public Procurement)

Please Stay Safe and be guided accordingly.



**Chief Paschal U.I. Egwim, FCIPS**  
Director-General