

Bureau of Public Procurement (BPP)

1ST Batch 2020 Training for Conversion into the Procurement Cadre in Parastatals, Institutions, Commissions and Agencies of the Federal Government of Nigeria

Call for Nominations

The training programme of the Bureau of Public Procurement (BPP) for conversion of officers into the Procurement Cadre is designed to build institutional capacity as required in Part II, Section 5(k) and (s) of the Public Procurement Act, 2007. In furtherance, the Bureau hereby announces the commencement of the 1st Batch 2020 exercise.

Accounting Officers are therefore requested to nominate qualified officer(s) to participate in the training scheduled to take place at Digital Bridge Institute (DBI) 1, Nitel Road, Cappa Bus Stop, Agege Motor Road, Oshodi, Lagos State from Sunday, 15 March – Saturday 4, April 2020.

Eligibility Criteria

- ❖ For a candidate to be eligible for conversion to the Procurement cadre, he/she shall possess at least a Bachelor's degree, HND or its equivalent, in any of the following disciplines: Economics, Business Administration, Accountancy, Law, Insurance, Banking and Finance, Marketing, Quantity Surveying, Engineering, Architecture, Computer Science, Statistics, Purchasing and Supply or other related disciplines as approved by the National Council on Establishment.
- ❖ Only Candidates with nomination letters duly endorsed by their Accounting Officers will be considered for possible shortlisting.

Additional Eligibility Criteria

- ❖ **Attach the Curriculum Vitae (CV) of the nominated officer(s), which must clearly state the following details in the following order:**
 - a. Names, email address and phone number of the officer
 - b. Current cadre and grade level (Nominees should not be above **GL 15** or its equivalent)
 - c. Date of first appointment, confirmation and last promotion (relevant documents attached)
 - d. Academic and professional qualifications (attach copies of certificates)
 - e. Evidence of nominees attendance of at least one (1) course in any of the Public Procurement Research Centres (PPRCs) located either at

ABU, Zaria or FUT, Owerri (attach a copy of certificate of attendance) before the date of the commencement of the programme is an added advantage.

f. Returnee candidates need not comply with 'e' above.

❖ **Please note that:**

- a. There is no conversion training to the procurement cadre for core Civil Servants employed directly by the Federal Civil Service Commission (FCSC).
 - b. The endorsement of any nominee (**new and returnee**) by Accounting Officers implies that successful nominees shall be converted into the Procurement Cadre in their respective establishments.
 - c. Only shortlisted nominee(s) shall be admitted to the training;
 - d. Nominees who have attempted three (3) times must not to apply;
 - e. Nominees who have less than three (3) years left in service from the date of the advertisement or more than 50 years of Age need not to apply;
 - f. Only shortlisted nominated officers for the training would be published;
 - g. Nominee(s) must be computer literate;
 - h. Nomination(s) should reflect gender inclusiveness;
 - i. Only candidate with Certificate of Medical fitness from Government Hospitals shall apply.
- ❖ Only the shortlisted candidates and the dates scheduled for the conversion training to commence shall be published on the Bureau's website, Federal Tenders Journal and two national daily newspapers on Monday, 2 March 2020.
- ❖ **Requests from Federal Government Parastatals, Agencies, Institutions and Commissions or other Procuring Entities that derive at least thirty-five (35) percent of its funds for procurement from the Federation Share of Consolidated Revenue Fund must reach the Bureau not later than 4.00 pm on Friday, 21 February 2020 and should be addressed to:**

**The Director-General,
Bureau of Public Procurement,
11 Suleiman Barau Crescent, Off Ibrahim Taiwo Street,
State House, Asokoro, Abuja.**

- ❖ For further enquiries, please call 08055171713, 08036888773, 08035958600 or send an e-mail to: procurementcadre@bpp.gov.ng; or visit: www.bpp.gov.ng