



National Public Procurement Authority

OAU Drive, Tower Hill, Freetown
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PUBLIC NOTICE

CIRCULAR 04 - 2021

REVENUE COLLECTION FROM THE SALE OF BIDDING DOCUMENTS

It has come to the realization of the Government that the sale of bidding documents is a revenue stream through which accountability of the funds generated has been very low and for which reporting has been non-existent despite the fact that the amounts involved are quite significant.

In conformity to Section 25 of the Public Finance Management Act, 2018 which established the Treasury Single Account and which is designed to bring sanity and disciplined fiscal control and management of funds deposited into bank accounts, the Ministry of Finance has approved the creation of a Treasury Single Account at the Bank of Sierra Leone with details as shown:

Account Name: NPPA-Revenue from Sale of Bidding Documents

Account Number: 0111003981

BBAN: 000001011100398165

In adherence therefore to Regulation 58(5) and Section 6.7.3 of the Public Procurement Manual which mandate that the proceeds from the sale of bidding documents must be deposited into the Consolidated Revenue Fund, all procuring entities as well as the bidder community are therefore informed that going forward, all payments for bidding documents must be made to the above named account by prospective bidders. Receipts will be issued bearing specific details as to the procuring entity and the procurement activity for which the document was purchased which will then be used by the bidder to collect the respective bidding document from the entity concerned.

All reviews of evaluation processes submitted to the Authority for professional guidance must be accompanied by copies of the payment slip for each bidder before the reviewed will be acted upon.

Adherence to this requirement is applicable to all ministries, departments, agencies, local councils, self-funding entities and donor funded projects.

The mentioned account is already operational and therefore this revised procedure comes into effect immediately. Please take note for immediate compliance.

The NPPA Secretariat can be contacted for additional details or guidance on the operation of this account. We anticipate the utmost cooperation of all.

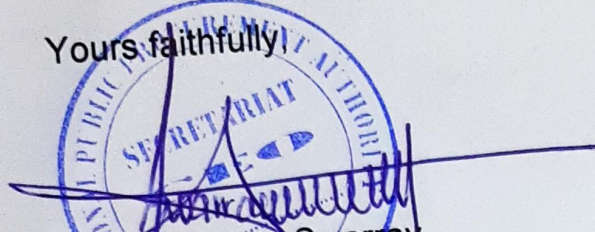
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Yours faithfully,



Ibrahim Brima Swaray
Chief Executive - NPPA

24th March, 2021

National

Public Proc

urement Authority

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wer Hill, Freetown

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tel

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Yours faithfully,

24th March, 2021