BUREAU OF PUBLIC PROCUREMENT (BPP)

OFFICE OF THE GOVERNOR

REGISTRATION REQUIREMENTS

1. Completed Application form.
2. Copies of Certificate of incorporation including CAC 02 and CAC 07 containing particulars of **Board of Directors, Memorandum and Articles of the Association** for the corporate body (Limited Liability Company).
3. Certificate of Registration of Business Enterprise if not a limited liability company.
4. VAT Registration Certificate.
5. Receipt of Payment of BPP registration and Categorisation.
6. Evidence of registration of business premises with Ekiti State Ministry of Industries, Trade and Investment (MITI) or other appropriate MDA.
7. List of plant(s) and equipment.
8. Audited accounts for the last 3years.
9. Company's income tax clearance.
10. Tax clearance of directors for the last 3years paid to Government of Ekiti State.
11. Development levy for the last 3 years paid to Government of Ekiti State.
12. Evidence of financial capability with sufficient working capital by way of:
    - Verifiable bank Statement of Account; or
    - Verifiable bank reference letter.
13. Verifiable documentary evidence of projects executed in the last 3years.
14. Company's profile with resumes of key personnel.

For more information visit: *www.bpp.ekitistate.gov.ng*

NOTE:

- *This list of requirements is valid till end March 2020;*
- *This list of requirements MUST be strictly adhered to in order to satisfy the pre-qualification assessments of the Bureau*
- *The pre-registration assessment of the Bureau may not necessarily culminate into the approval/issuance of registration certificate. Do note that other pre-conditions may influence the decision of the Bureau to approve your application for registration.*
- *BEWARE: The Bureau has appointed NO AGENT or REPRESENTATIVE to carry out any of its operations including vendor registration, in parts or as a whole. All enquiries should be sent directly to the Bureau using any of the contact details in the footer of this document.*

...Ilẹ Iyì, Ilẹ Èyẹ