

CIRCULARRef. No. **SGF.50/S.52/III/727**Office of the Secretary to the
Government of the FederationRef. No. **SGF.50/S.52/III/727**Office of the Secretary to the
Government of the Federation,
The Presidency,
Shehu Shagari Complex,
Three Arms Zone,
Abuja.6th August, 2026

Chief of Staff to the President,
Deputy Chief of Staff to the President,
Head of the Civil Service of the Federation,
Principal Secretary to the President,
All Honourable Ministers/Ministers of State,
National Security Adviser,
Economic Adviser to the President,
Special Advisers/Senior Special Assistants,
Chief of Defence Staff/Service Chiefs/Inspector-General of Police,
Governor, Central Bank of Nigeria,
Chairman, Federal Civil Service Commission,
Chairman, Police Service Commission,
Chairman, Code of Conduct Bureau,
Chairman, Code of Conduct Tribunal,
Chairman, Federal Character Commission,
Chairman, Revenue Mobilization, Allocation and Fiscal Commission,
Chairman, Federal Inland Revenue Service,
Chairman, Independent National Electoral Commission,
Chairman, National Population Commission,
Chairman, Independent Corrupt Practices and other Related Offences
Commission,
Chairman, Economic and Financial Crimes Commission,
Chairman, National Drug Law Enforcement Agency,
All Permanent Secretaries and Heads of Extra-Ministerial Departments,
Clerk of the National Assembly,
Chief Registrar, Supreme Court of Nigeria,
Accountant-General of the Federation,
Auditor-General for the Federation,
Directors-General and Chief Executives of Parastatals, Agencies and
Government-Owned Companies.



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COMPLIANCE WITH MANDATORY FOURTEEN (14) CALENDAR DAYS' STANDSTILL PERIOD IN PROCUREMENT PROCESSES

In furtherance of the Federal Government's commitment to transparency, accountability, fairness and value for money in public procurement and pursuant to the Circular issued by the Bureau of Public Procurement (BPP) Ref. **59780/S.2/B/532** dated **27th May, 2025** on the revision of Service Wide Prior Review Threshold and implementation guidelines, all officers involved in procurement activities are hereby directed to ensure strict compliance with the provisions contained therein.

2. The Standstill Period is a mandatory interval between the communication of the Notice of Intended Award and the formal execution of the contract. The purpose of this period is to provide unsuccessful bidders with an opportunity to seek clarification or file complaints regarding the procurement process before a contract is concluded.

3. Accordingly, all Procuring entities shall ensure that:

- a) Upon approval of a contract award recommendation by the appropriate authority, a Notice of Intended Award shall be issued simultaneously to all participating bidders.
- b) The Notice shall clearly identify the successful bidder and the contract sum and shall inform unsuccessful bidders of their right to seek debriefing or submit complaints in accordance with the Public Procurement Act, 2007.
- c) No contract agreement shall be executed and no Letter of Award shall become effective until the expiration of the prescribed Standstill Period of fourteen (14) calendar days.
- d) During the Standstill Period, any complaint or protest received from a bidder shall be treated promptly and in accordance with the administrative review procedures established under the Public Procurement Act, 2007 and relevant BPP Guidelines.
- e) Where a complaint is received within the Standstill Period, further procurement actions relating to contract execution shall be suspended pending the resolution of the complaint, where applicable.

4. All Procurement Officers are required to adequately document compliance with the Standstill Period and maintain records of notifications, complaints received and actions taken thereon.



5. Failure by any procuring entity to comply with the requirements of the Standstill Period makes them liable for administrative sanctions under the Public Procurement Act, 2007 and other applicable regulations.

6. Accordingly, all procuring entities are hereby directed to ensure that all ongoing and future procurement activities fully comply with this requirement.

7. All Accounting Officers are to bring the contents of this circular to the attention of their Tenders Boards, Procurement Planning Committees, Procurement Departments and any officers involved in public procurement processes in the Ministries, Departments and Agencies and it shall be read in conjunction with the provisions of the Public Procurement Act, 2007, extant Procurement Regulations and all directives issued by the Bureau of Public Procurement.

8. The implementation of this Circular is effective immediately and strict compliance is advised.



Sen. George Akume, fnim, CON
Secretary to the Government of the Federation