

CIRCULAR

Ref. No: SGF/OP/II/S.3/XII
Office of the Secretary to the
Government of the Federation
The Presidency
Shehu Shagari Complex
Three Arms Zone, Abuja.
May 20, 2026

Chief of Staff to the President,
Deputy Chief of Staff to the President,
Principal Secretary to the President,
All Honourable Ministers/Ministers of State,
Head of the Civil Service of the Federation,
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.

IMPLEMENTATION OF THE NIGERIA FIRST POLICY IN THE AUTOMOTIVE SECTOR BY ALL PROCURING ENTITIES

Further to the Circular with Ref. No. SGF Circular No. SGF.OP//S.3/VIII/250 dated 12th April 2011, which directed Ministries, Departments and Agencies (MDAs) to give preference to procurement of locally assembled vehicles, the Federal Government has approved the full implementation of the Nigeria First Policy in the procurement of vehicles across all procuring entities as a strategic measure to ensure that public expenditure on automotive assets directly supports local automotive assembly, strengthens national industrial capacity, promotes job creation and reinforces national pride in Nigerian products. The Policy establishes mandatory requirements on the sourcing of vehicles from eligible local assemblers and sets out clear qualification, verification and compliance procedures that must henceforth be embedded in all vehicle procurement processes of the Federal Government.

2. The purpose of this circular is therefore to direct all Procuring Entities to ensure strict compliance with the provisions of the Nigeria First Policy in the planning, packaging, execution and management of all procurements involving motor vehicles and related automotive assets, including but not limited to cars, buses, utility vehicles, trucks, motorbikes, tricycles, specialized vehicles and any other vehicles acquired with public funds.
3. In line with the Public Procurement Act, 2007, Accounting Officers are reminded of their statutory responsibility to ensure that all procurement plans, bidding documents, evaluation criteria, contract awards and contract management arrangements relating to automotive procurement strictly reflect the requirements of the Nigeria First Policy, including mandatory patronage of approved local assemblers, verification by the National Automotive Design and Development Council (NADDC) and traceability of Vehicle Identification Numbers (VINs) to local assembly operations. Consequently, no vehicle procurement should be processed, awarded or renewed where the applicable provisions of this Policy have not been substantially incorporated and demonstrated.
4. Procuring entities shall promptly report any false claims by assemblers or their authorised dealers regarding the existence of after-sales service centres and the availability of genuine spare parts, which results in extended delay of after-sales services to procuring entities, to the NADDC and BPP. NADDC and BPP shall thereafter investigate the

complaint and conduct physical inspection where necessary. Any assembler or supplier found to have misrepresented or falsely claimed the availability of after-sales service centres with competent technical personnel or adequate availability of spare parts at the centres for the procured models shall be deemed to have submitted false information for the purpose of procurement and shall be liable to sanctions, including debarment from future procurement opportunities.

5. Any procurement of vehicles carried out in violation of the provisions of this Circular shall be considered non-compliant and subject to appropriate sanctions under the Public Procurement Act, 2007, the approved Debarment Procedure and other applicable regulations. Companies found to have misrepresented assembly operations or otherwise falsified information relating to local assembly, VIN traceability or NADDC approval shall be debarred from government procurement and may be subject to further regulatory and legal action by the relevant authorities. Accounting Officers shall be held personally responsible for ensuring full compliance with this directive within their respective Procuring Entities.

6. The Bureau of Public Procurement shall, in collaboration with the National Automotive Design and Development Council, the Federal Ministry of Industry, Trade and Investment and other relevant stakeholders, provide capacity-building support to Procuring Entities on the application of the Nigeria First Policy in Automotive Procurement, including guidance on NADDC verification procedures, eligibility criteria for local assemblers and documentation of VIN traceability. Accounting Officers should therefore, ensure that relevant procurement, transport, logistics and fleet management staff participate fully in such capacity-building programmes.

7. In line with this policy, Procuring Entities are hereby directed to compile with the guidelines stipulated below:

(a) Integrate the Nigeria First Policy in Automotive Procurement into their annual Procurement Plans and upload such plans on the Nigeria Open Contracting Portal (NOCOPO), clearly identifying all vehicle and automotive procurement items.

(b) Ensure that all Standard Bidding Documents (SBDs) for the procurement or leasing of vehicles explicitly require that all vehicles to be supplied are locally assembled units approved by the National Automotive Design and Development Council (NADDC).

- (c) Require, as part of the qualification criteria for eligible local assemblers, the availability of verifiable after-sales service centres within Nigeria, with adequate and competent technical personnel, and centres with stock of genuine spare parts sufficient to support warranty, routine maintenance and repair services for the specific vehicle models being procured.
- (d) Ensure that all approved assemblers engaged under vehicle procurement covered by the Public Procurement Act 2007 meet the minimum local assembly thresholds linked to their import volumes, as may be determined by NADDC, so as to guarantee measurable local production and value addition in line with the intent of the Policy.
- (e) Require that all vehicles supplied under this Policy have Vehicle Identification Numbers (VINs) that are traceable to local assembly operations, and that relevant documentation confirming local assembly (including NADDC verification, plant details and production records, where applicable) forms part of all procurement submissions and contract documentation.
- (f) Restrict procurement of vehicles to entities listed on the current register of approved and compliant assemblers to be maintained and periodically circulated by NADDC, and conduct due diligence to confirm that prospective suppliers remain in good standing on this register prior to award of contract. It should be noted that the Bureau of Public Procurement (BPP) shall not issue approval or Certificate of "No Objection" for any automotive procurement whose assembler is not on the NADDC list.
- (g) Cooperate fully with the Joint Compliance Framework to be established by BPP, in collaboration with NADDC, including pre-award validation of all vehicle procurement and participation in periodic compliance reviews and procurement audits.
- (h) Channel any request to procure vehicles that are not available from local assemblers through a formal exemption process, with detailed written justification and verifiable evidence of non-availability locally, for consideration and approval by BPP in line with existing procurement regulations.

(i) Put in place appropriate contract management, monitoring and reporting mechanisms to track compliance with the Nigeria First Policy in all automotive procurement, including the submission of periodic reports to BPP on volumes, values, suppliers, NADDC verification status and any exemptions granted.

8. Procuring entities shall restrict eligibility for automotive procurement opportunities to companies that qualify as local assemblers, i.e. those with verifiable assembly infrastructure, including functional assembly lines, appropriate equipment and skilled technical personnel, it being understood that warehouses, storage facilities and distribution centres shall not be recognised as assembly plants.

9. Therefore, all procurements of vehicles shall no longer be subjected to open competitive bidding/advertisement, but shall be based on sourcing from the approved NADDC list. Hence, procuring entities shall invite all local assemblers on the NADDC list with similar specifications to the needs whenever they want to procure automobiles, after securing a prior "No Objection" from BPP. Procuring entities shall ensure that payments are not processed without the evidence of Letter or Certificate of "No Objection" from BPP.

10. Furthermore, Procuring Entities are directed to compile and submit to BPP on or before 30 August 2026, the details of all vehicles in their pool from 2020 to date. The details should include: **Date of Purchase, Purchase Price, Brand, Model and Vehicle Identification Number (VIN), Evidence of Payment, Status in Service.** Subsequently, these details should be submitted on or before three (3) months after the end of each financial year, using the Automobile Procurement Records submission link: **bpp.gov.ng/auto**. Compliance with the annual submission of Automobile Procurement Records shall be a prerequisite for consideration of issuance of Certificate of "No Objection" for future procurement of vehicles and shall also be checked during future procurement audit exercises.

11. Further information and guidance on the implementation of the Nigeria First Policy in Automotive Procurement, including a soft copy of any detailed guidelines issued thereunder, may be obtained from the websites of the Bureau of Public Procurement (BPP) and the National Automotive Design and Development Council (NADDC) or via official circulars issued by these institutions from time to time.

12. All Accounting Officers are to bring the contents of this Circular to the attention of their Tenders Boards, Procurement Planning Committees, Procurement Departments,

Transport/Fleet Management Units and any officers involved in automotive procurement, and ensure strict compliance.

13. The implementation of this Circular shall take effect immediately, and its contents should be brought to the notice of all Accounting Officers and relevant officers for strict compliance.

A handwritten signature in dark ink, appearing to read 'Sen. George Akume', is positioned above the printed name.

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