

PRESENTATION FOR A 2DAYS SENSITIZATION WORKSHOP

**FOR INDIGENIOUS CONTRACTORS IN
JIGAWA STATE**

SCHEDULED TO TAKE PLACE AS FOLLOW:-

DATE: 8th Tuesday & 9th Wednesday 2016
VENUE: Manpower Development Institute (MDI) Takur, Dutse
TIME: 10:00am – 4:30pm

TITLE: CONTRACTORS RREQUIREMENTS FOR REGISTRATION WITH DUE PROCESS
AND PROJECT MONITORING BUREAU, BLOCK “A” GROUND FLOOR,
NEW SCRETERIATE COMPLEX DUTSE

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TITLE: Contractors Requirements for Registration with Due Process and Project Monitoring Bureau, as Contractor with Jigawa State Government.

PREAMBLE: A Law to provide for the Establishment of Due Process and Project Monitoring Bureau, Establishment of Governing council, its power and functions for the effective control and management of projects and procurement in the State. BE IT ENACTED by the Jigawa State House of Assembly.

CONTRACTORS/ CONSULTANTS:- The requirements to become a contractor in Jigawa State Government in General Registration with Due Process is compulsory for both the Contractor and Consultant according to Law of the Bureau.

However there are Fourteen (14) check lists requirements to enable the contractor register with the Due Process and Project Monitoring Bureau.

The check list requirements for registration with Due Process and Project Monitoring Bureau, Works Registration Unit registration requirements attached.

Similarly the above named Fourteen (14) items check list for the contractors and Consultants to enable them register and to obtain the Bureau Certificate dually sign and stamp by the Director General Due Process and Monitoring Bureau for seeking the Contract or any Consultancy services.

The Due Process Policy in Jigawa State

The Due Process in Jigawa State is part of an overall government reform process aimed at ensuring effective and efficient service delivery. The Due Process compendium consists of the basic guidelines governing budget implementation in its totality from spending limits for the various spending units to procedures governing award of contracts for projects, services or procurements. Notwithstanding the existence of rules and regulations as contained in Store Regulations, Financial Institutions and other Government circulars, the Due Process manual is put together as the operational tools of the Due Process and Project Monitoring Bureau – the Government Agency established by Law to ensure strict observance/enforcement of the Due Process guidelines. The Due Process Guidelines are intended to promote transparency, competitiveness and value-for-money in the process of projects, procurement and service contracts by Government Agencies the overall,, objectives is to ensure that service delivery is both effective and efficient – that is getting the right output and outcomes at the right cost.

Notwithstanding the establishment of the Due Process and Project Monitoring Bureau and the provision of various punitive measures against persons and agencies flouting the Due Process Guidelines as provided in the Law, Accounting Officer shall discharge their responsibilities diligently in accordance with the provision of Financial Institutions and other extant circulars as they relate to spending limits, procurements, documentation, e.t.c

REGISTRATION REQUIREMENT

- 1). Evidence of Incorporated/Business Name Registration.
- 2). Memorandum and Article of Association (Evidence of Annual Return/fullyb
fee T)
- 3). Company Audited Account for the last one year.
- 4). Evidence of Tax Clearance for the last three years.
- 5)- VAT Registration and Evidence of Remittance.
- 6)- Evidence of Business Premises License in Jigawa State.
- 7)- One (1) Photograph.
- 8)- Registration with professional Body as Consultant.

Finally after completing the above check list items and a form which will dully be filled and signed of Company details.

HAUSA PAPER IV

TAKARDAR HAUSA AKAN

'KA IDOJI DA DOKOKIN YIN RIGISTAR KWANGILA GA HUKUMAR TANTANCE INGANCIN

AYYUKAN GUDANAR DA KWANGILLA DA DUBAWA TA JIHAR JIGAWA

Da sunan Allah mai rahama mai jin 'kai, wato wannan Hukumar Tantance Ingancin Ayyukan Gudanar da Kwangilla da Bibiyar Aikin ta Jihar Jigawa (Due Process and Project Monitoring Bureau) tana da 'ka idoiji da dokoki da kuma sharuɗɗan tantance kamfanonin kwangila a Jaha da kasa baki daya.

Sharuɗɗa guda takwas (8) da kuma yin rigister farko da hukumomin gwamnatin Tarayya kamar su:-

1. FIRS
2. C.A.C.
3. COMMERCE
4. AUDITED ACCOUNT
5. Memorandum and Article of Association.
6. Registration with Professional Bodies.
7. Photograph.

Akwai sharuɗa da ka'idojin yin rigistar zama dan kwangila a jihar Jigawa da Tarayyar Nijeriya ga Hukumar Tantance Ingancin Gudanar da Ayyukan Kwangilla ta Jihar Jigawa guda Goma Sha Hudu (14) ne.

'KA IDOJIN YIN RIGISTA DA HUKUMAR TANTANCE INGANCIN AYYUKAN KWANGILA TA JIHAR

JIGAWA GUDA TAKWAS (8)

- 1). Takar dar shaidar Sunan Kamfani (Business Name Registration)
- 2). Kundin Kamfani da Asusun Ajiya (Evidence of Annual Returns).
- 3). Yawan Jarin da Kamfani yake da shi
- 4). Evidence of Tax Clearance for the last three years.
- 5)- VAT Registration and Evidence of Remittance.
- 6)- Evidence of Business Premises License in Jigawa State.
- 7)- One (1) Photograph.
- 8)- Registration with professional Body as Consultant.

Bayan haka wadan nan 'ka idoiji guda 8No. na sama, sai dan kwangila ya cika dukkan sharuddai sannan domin samun rigister zama dan kwangilla a jihar Jigawa.