



MINISTRY OF FINANCE
Procurement Policy Office

In reply please quote: **F/PPO/4/1/V14 Circular**

No. 7 of 2025

From: Director, Procurement Policy Office

To: Heads of Public Bodies

Return on Procurement Activities (ROPA)

The Purpose of this Circular is to reiterate the request made to public bodies pursuant to Section 7(d) of the Public Procurement Act 2006. The Procurement Policy Office is required inter-alia ***“to collect from the Board, the Review Panel and public bodies information on procurement activities and monitor their compliance with this Act”*** and thereafter include same in its annual report to be presented to the Minister regarding the overall functioning of the Procurement System.

2. Pursuant to **Circular 11 of 2021**, public bodies are required to submit ROPA on half yearly basis as follows:
 - a) 01 July to 31 December to be submitted by **15 January** at latest.
 - b) 01 January to 30 June, to be submitted by **15 July** at latest; and
3. This office has noted with concern that though a few public bodies have submitted the ROPA, the majority of public bodies have not yet done so.
4. It is relevant to point out that according to section 7A(2) of the Act, it is an offence to not comply with a request for information from this Office and action may be initiated for deliberate non-compliance under section 7A (3) of the act.
5. Supervising Officers are hereby required to exceptionally submit the said return by close of business on **Friday 30 May 2025** at latest by email on **ppocompliance@govmu.org** as per the annexed template.
6. Supervising Officers are therefore kindly requested to urgently and diligently bring the content of this circular to the attention of all officers concerned and the relevant public/statutory bodies falling under the aegis of their Ministry and to ensure compliance thereto.
7. A nil return is also to be submitted for that purpose.

Procurement Policy Office
12 May 2025

