



MINISTRY OF FINANCE AND ECONOMIC DEVELOPMENT

Procurement Policy Office

Level 8, Emmanuel Anquetil Building

Port Louis, Mauritius

Tel : (230)201-3760, Fax (230)201-3758, Email :pposecretariat@mail.govmu.org

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Circular No. 8 of 2017

From: Director, Procurement Policy Office

To : Heads of Public Bodies

Report on Procurement Activities

Circulars No.9 of 2008, No.2 of 2010 and No.4 of 2011 are repealed and replaced by Circular No.8 of 2017.

2. Pursuant to Section 7A 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 the Act” and also, “to present an annual report to the Minister regarding the overall functioning of the procurement system”.

3. In this connection, the updated lists of Public Bodies reporting to this Office , and a revised template for submission of returns on procurement activities have been posted to the PPOs website at ppo.govmu.org as Annex A, B and C respectively.

4. Public bodies listed at **Annex A shall submit their returns on procurement activities every six month** (i.e. returns for 1st July to 31th December to be submitted by 15th January the following year and for 1st January to 30th June by 15th July of each Financial Year).

5. Public bodies listed at **Annex B shall submit their returns on procurement activities every twelve (12) months at the end of each Financial Year** (i.e. returns for 1st July to 30th June of the following year by 15th July of each Financial Year).

6. Returns on procurement activities shall be made on template at Annex C and submitted by email to ppocompliance@govmu.org within the prescribed timeframe, failing which action may be initiated by this Office as per Section 7A of the Act.

7. **Nil returns should also be submitted, where applicable.**

Procurement Policy Office
14 December 2017

Note: When undertaking a procurement exercise, please make sure you are using the latest version of the appropriate Standard Bidding Document available on the website of the Procurement Policy Office (<http://ppo.govmu.org>). You may also consult on the site the updated version of the Public Procurement Act and the Regulations made thereunder, as well as circulars issued by the Office.