

BELMONT CONSULTING

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02nd December, 2010

The Head of Service, Office of Head of Service, Governor's Office, Oyo State Secretariat, Agodi, Ibadan

Attention: Mr. Soji Eniade

Dear Sir

02nd Dec 2010

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RE: AWARD OF CONTRACT FOR THE SCREENING EXERCISE OF PRIMARY SCHOOLS TEACHING AND NON-TEACHING STAFF IN OYO STATE: REQUEST FOR ADDITIONAL FUNDS DISBURSEMENT OF =N=15,000,000.00 ONLY

We refer to the contract for screening of Primary School Teaching and non-Teaching Staff, and acknowledge the funds released to us to augument part of the preparation and operational expenses/cost. We are happy to inform you that the screening exercise is well advanced in consonance with stages set:

Stage 1 Questionnaire Administration

Stage 2 Completed and returned Questionnaire data imputation.

Stage 3 Biometric enrolments for fingerprint and photograph capture.

Stage 4 Verification of Biometric and generation of progress report.

Stage 5 Analysis, Final report and recommendation

The questionnaire administration stage has been executed and all the 33 Local Government Areas were successfully covered with over 27,000 questionnaires duly completed and returned by the Oyo State Primary School Teaching and Non-Teaching personnel.

To generate our database, the completed questionnaires are being uploaded onto the Belmont Consulting Computer Systems by about thirty five (35) computer/system personnel.

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The uploaded information and data will form the base data for the personnel details against which the Biometric enrolment for fingerprint photograph capture would be done as in stage 3. Verification of the process and generation of progress report, analysis; final report, and recommendation follows in earnest.

The final stage explained above is a continuous regime that cannot be segmented once it starts with the deployment of our Biometric equipment and devices to the Local Government Areas.

The above process requires continuous expenditure for staff payroll, staff and equipment conveyance, electricity generation to power the Biometric equipment, extensive travelling, accommodation overhead and other logistics for relatively all the period the Biometric exercise would be mounted throughout the 33 Local Government Areas and covering Teaching and Non-Teaching staff as well .

Our assessment of the expenditure profile of the above to the final delivery of our report on the exercise would require more assisted funding from your good self in addition to the part we have borne and are still bearing. We request your kind approval for disbursement of =N=15,000,000.00 (Fifteen Million Naira only) in this regard. This amount will also be deducted from our final fees payable to us on completion of the screening exercise.

We thank you for your prompt response and assure you of our dutiful discharge of the screening exercise.

Yours faithfully

For: Belmont Consulting

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ss you HE's approval.