**26th August 2019**

**The Executive Director,**

**Nigeria Store Product Research Institute (NSPRI)**

**Ilorin**

**2018 BUDGET PERFORMANCE AND 2019 BUDGET IMPLEMENTATION REPORT**

I am directed to invite you to a meeting by the Committee Chairman Hon. Munir Babba Dan’agundi in respect of the above subject.

I am to further inform you to come along with your Procurement Officer, Head of Accounts or any other relevant officer and the following documents:

1. 2018/2019 approved budget;
2. 2018/2019 budget performance for both Recurrent and Capital allocation;
3. Warrant of Releases of Year 2018/2019 Capital allocation (**Please attach relevant document**);
4. Projects implemented to date with percentage of implementation;
5. Status of the Procurement process with details of contract awarded to date;
6. Internally Generated Revenue, Foreign Aids and Grants, and;
7. Any other relevant information.

The meeting is scheduled to hold on Wednesday 16th September, 2019 in office suite 0.26 **House of Representatives** New Building, National Assembly.

Please do accept the assurances of my highest regards.

**Olunike Adesina-Obube**

Committee Clerk

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