

MINISTRY OF WORKS

A. PROCEDURES FOR REGISTRATION AND RENEWAL OF REGISTRATION OF CONTRACTOR.

The process of Registration and Renewal of Contractor are as stated below:

- i. The Contractor is advised of the amount payable depending on the Category, using the approved fees
- ii. The Contractor is given a payment reference by the OIRS.
- iii. The Contractor makes payment at designated commercial banks using the appropriate agency and revenue codes.
- iv. The Contractor collects an e-payment receipt and is issued a Certificate of Registration by the Ministry.

The Agency and Revenue Codes are as viz:

Application Fees for Registration of Contractor:

Agency Code: 4220000

Revenue Code: 4020014

Amount: 30,000-100,000 (it varies based on level of the project awarded)

Registration and Renewal of Contractor:

Agency Code: 4220000

Revenue Code: 4020015, 4020016 respectively.

Amount: 30,000-100,000 (it varies based on level of the project awarded)

The process is achievable in less than 5days

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DEPARTMENT PUBLIC OF BUILDING.

B. PROCEDURE FOR INSPECTION OF PRIVATE ACCADEMIC AND PRIVATE HEALTH INSTITUTION IN THE STATE.

The process of Registration are as stated below:

- i. The Proprietor / Property Owner of such private Institution made the statutory payment to the designated account.
- ii. The evidence of such payment is presented to the Ministry with other necessary documents such as photographs of the school building, necessary Architecture design and request letter to the Ministry for Inspection to be carried out on the Institution.
- iii. Inspection is to be carried out by officers from the Ministry.
- iv. Approval is here – after granted by the issuance of letter and as-built drawing of the Institution, after which the institution must have met the minimum standard of operating private institution in the State.

The Agency and Revenue Codes are as viz:

Inspection of Private Nursery / Primary Schools:

Agency Code: 4220000

Revenue Code: 4020043

Amount: 50,000

Inspection of Private Secondary Schools:

Agency Code: 4220000

Revenue Code: 4020045

Amount: 50,000

Inspection of Private Health Institutions:

Agency Code: 4220000

Revenue Code: 4020044

Amount: 100,000

Inspection of Private Tertiary Institutions:

Agency Code: 4220000

Revenue Code: 4020208

Amount: 100,000

The process is achievable in less than 1-2weeks

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DEPARTMENT GEOTECHNICS AND LABORATORY.

C. PROCEDURE FOR CARRYING OUT TESTS ON SOILS AND OTHER CONSTRUCTION MATERIALS FOR ROAD AND BUILDING PROJECTS.

The process of execution are as stated below:

- i. The Client is advised of the amount payable, using the approved statutory fees.
- ii. The Client makes payment at designated commercial banks using the appropriate agency and revenue codes.
- iii. The Client collects an e-payment receipt and the test results is given to such client by the Ministry.

The Agency and Revenue Codes are as viz:

Testing of Materials and Site Investigations:

Agency Code: 4220000

Revenue Code: 4020017

Amount: 50,000

The process is achievable in less than 1-2weeks

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DEPARTMENT OF MECHANICAL AND ELECTRICAL.

D. PROCEDURE FOR HIRING OF PLANTS AND EQUIPMENT

The process of Registration are as stated below:

- i. The Client is advised of the amount payable, using the approved statutory fees.
- ii. The Client makes payment at designated commercial banks using the appropriate agency and revenue codes.
- iii. The Client collects an e-payment receipt as an evidence of payment and the Equipment will be released for use.

The Agency and Revenue Codes are as viz:

Hiring of Plants, Vehicles and Equipment's:

Agency Code: 4220000

Revenue Code: 4020004

Amount: 50,000

Paver (Tar Boiler):

Agency Code: 4220000

Revenue Code: 4020005

Amount: 50,000

Pay loader:

Agency Code: 4220000

Revenue Code: 4020006

Amount: 50,000

Grader:

Agency Code: 4220000

Revenue Code: 4020007

Amount: 50,000

Bulldozer:

Agency Code: 4220000

Revenue Code: 4020008

Amount: 50,000

Pole Cart / Tars Boiler:

Agency Code: 4220000

Revenue Code: 4020009

Amount: 50,000

Roller (2.5 – 10 Tons):

Agency Code: 4220000

Revenue Code: 4020010

Amount: 2,500-50,000

Low Loader:

Agency Code: 4220000

Revenue Code: 4020011

Amount: 50,000

Tipper:

Agency Code: 4220000

Revenue Code: 4020012

Amount: 50,000

Hiring of Towing Vehicle:

Agency Code: 4220000

Revenue Code: 4020014

Amount: 50,000

Concrete Mixer:

Agency Code: 4220000

Revenue Code: 4020015

Amount: 50,000

Excavator:

Agency Code: 4220000

Revenue Code: 4020018

Amount: 50,000

Rent of Generating Set:

Agency Code: 4220000

Revenue Code: 4020032

Amount: 50,000

Rent of Street Light Poles:

Agency Code: 4220000

Revenue Code: 4020034

Amount: 50,000

The process is achievable in less than 1-2weeks

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PROCEDURE FOR PAYMENT OF STATUTORY FEE FOR DAMAGE TO ROAD FURNITURE

The process are as stated below:

- i. The accident scene is visited and damage to the furniture accessed by the desk Officer.
- ii. Offender vehicle is kept in the custody of law enforcement / road traffic officer's jurisdiction.
- iii. The letter is written to formally notify law enforcement agency to detain offender's vehicle.
- iv. Offender is asked to make a statutory payment to using specific revenue code that state the Bank. This statutory fee is determined by the extent of the damage to the road furniture.
- v. After making payment, offender is asked to submit the e-receipt for ease of reference.
- vi. Offender is issued letter for the release of his vehicle by the law enforcement agency concerned.

The Agency and Revenue Codes are as viz:

Damage to Road Furniture Fine:

Agency Code: 4220000

Revenue Code: 4020206

Amount: 50,000-300,000 (it varies based on the level of the damages)

The process is achievable in less than 1-2weeks

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DEPARTMENT HIGHWAY.

C. PROCEDURE FOR REVENUE GENERATION ON RIGHT OF WAY.

The process of generating Revenue from Right of way are as stated below:

Revenue generated under the Right of Way and Optic Fiber Installation are in two (2) sources,

- a. Access Permit
- b. Optic Fiber Trenching
- a. **Access Permit:** - Applicant will submit request for creation of right of way, which is in two forms i.e. **Personal** or **Commercial**.

After careful inspection and recommendation for creation of access; the billing is done in 3 categories;

- Right of way accessibility fee ~~₦~~50,000.00 for private property and ~~₦~~100,000.00 for commercial Property.
- Infrastructure Maintenance Charge (IMC): this is a function of the length of access to be created. ~~₦~~17,500.00 per meter – for private while ~~₦~~ 32,000.00 – for Commercial.
- Usage of Road Corridor: ~~₦~~200.00 - ~~₦~~1,000.00 per Square Meter. (depending on the location)
Optic Fiber: ~~₦~~5,500.00 per meter for GSM Operators who intends to lay optic fiber for Telecommunication activities, a sum of ~~₦~~30,000.00 per square meter is also charge for reinstatement of asphalt and concrete surface. Demand notice are usually issued to an applicant after joint measurement has been carried out.

The process are as stated below:

- i. The applicant is advised of the amount payable, using the approved statutory fees.
- ii. The applicant makes payment at designated commercial banks using the appropriate agency and revenue codes.
- iii. The applicant collects an e-payment receipt and is given approval to carry on.

The Agency and Revenue Codes are as viz:

Right of Way and Optic Fiber Installation:

Agency Code: 4220000

Revenue Code: 4020198

The process is achievable in less than 1-2weeks

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