

PPP UNIT GOVERNANCE STRUCTURE AND FUNCTIONS



Federal Government of Nigeria | Infrastructure Concession Regulatory Commission

1.0 Introduction

Public-Private Partnership (PPP) Units in Ministries, Departments, and Agencies (MDAs) provide specialised expertise required to assess, structure, and manage PPP projects. They help build institutional capacity within the MDA to handle preliminary technical, legal, financial, and environmental aspects of the partnership. PPP Units are essential for delivering efficient, transparent, and sustainable PPP projects by strengthening government capacity, reducing project risks, and attracting private investment. They are key to successful public-private collaboration in infrastructure and service delivery.

2.0 Establishment of a PPP Unit in MDAs

The establishment of a PPP Unit by MDAs is by the need to strengthen the governance framework across MDAs for the effective delivery of the national PPP programme.

3.0 Head of PPP Unit

The PPP Unit shall be headed by a competent and experienced officer, supported by such additional staff as may be determined by the MDA.

4.0 Functions of the PPP Unit

The job functions of each PPP Unit at the relevant MDA include:

- i. Coordinate, in collaboration with relevant departments, the identification, prioritisation, selection, and development of the MDA's pipeline of PPP projects in compliance with the ICRC Act, 2005, National PPP Policy (N4P), and applicable PPP Regulations and Guidelines.
- ii. Facilitate the assessment of the policy, legal, and institutional environment necessary to enable effective private sector participation in infrastructure and service delivery through PPP, working closely with relevant internal units and external stakeholders.
- iii. Assess the status and performance of critical infrastructure and the development and regular update of an in-house directory of all assets belonging to the MDA.
- iv. Prepare annual PPP budget and work plan, in collaboration with relevant departments.
- v. Review of OBC for Solicited and Unsolicited Proposals, FBC, Project Information Memorandum (PIM), Request for Qualification (RfQ), the RfQ Notice, Request for Proposal (RfP), draft PPP/Concession Agreement and other necessary technical and financial evaluations prior to submission of transaction documents to the ICRC for review and compliance certification.
- vi. Support the negotiation of PPP contract terms and conditions and monitor contract implementation to ensure all parties comply with agreed obligations.
- vii. Monitor performance of PPP projects during implementation by preparing periodic Monitoring and Evaluation (M&E) reports for internal use and reporting to the ICRC.
- viii. Coordinate MDA's PPP programmes such as mobilisation of stakeholder engagement, enhancing awareness, stimulating interest, and securing stakeholder buy-in from the conceptualisation stage of the project through implementation.

- ix. Advise and provide necessary secretarial support to the Project Approval Board (PAB).
- x. Organise continuous training and workshops to strengthen internal PPP capacity in collaboration with the Nigeria Institute of Infrastructure & Public Private Partnership (NII3P).
- xi. Liaise with the ICRC on conceptualisation, appraisal, negotiation, and implementation of PPP projects to obtain necessary regulatory advice and guidance.
- xii. Ensure the Hand-Back process is achieved in accordance with contractual terms and conditions.
- xiii. Undertake any other assignments relevant to the functions of the Unit as directed by the Accounting Officer/Chief Executive Officer of the MDA.

