

NIGERIAN INSTITUTE OF QUANTITY SURVEYORS

PROFESSIONAL EXPERIENCE REPORT

In Support of Application for Membership
Submitted to the Registration Board, NIQS

PREPARED BY

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Desk/Procurement Officer — Oyo State Government
Specialist in FGN-UBEC/SUBEB & BESDA Education Infrastructure Programmes

Date of Submission: March 2026
Years of Professional Experience: Twenty (20) Years

1. PREAMBLE

This Professional Experience Report has been prepared in strict accordance with the requirements of the Nigerian Institute of Quantity Surveyors (NIQS) for the purpose of Membership registration. It presents a comprehensive, systematic, and thoroughly documented account of my professional career, technical competencies, project involvement, procurement responsibilities, and academic credentials as a seasoned quantity surveying practitioner with twenty (20) years of dedicated service within the Nigerian public sector.

I have developed specialist expertise in education infrastructure financing, government-to-government intervention programmes, and public procurement — with particular focus on the Universal Basic Education Commission (UBEC), State Universal Basic Education Boards (SUBEBs), and the Basic Education Service Delivery for All (BESDA) programmes funded by the Federal Government of Nigeria and international development partners. My work sits at the critical intersection of construction cost management, procurement governance, and education sector development.

This report documents my roles across the FGN-UBEC/SUBEB Intervention Projects, BESDA annual action plans, and the Global Partnership for Education — Accelerating Funding for Transformational Education Support and Systems (GPE AF-TESS) programme, among other engagements. The information herein is accurate, verifiable, and supported by documentary evidence. The report is submitted to the NIQS Registration Board as part of a complete application package for Membership (MNIQS).

2. PERSONAL PROFILE AND BIOGRAPHICAL DATA

The table below presents the biographical and professional profile of the applicant to facilitate administrative processing and identity verification by the NIQS Registration Board.

Full Name	Okunade Sulaiman Aderogba
Professional Title	Quantity Surveyor
Gender	Male
Nationality	Nigerian
Employer	Oyo State Government, Ibadan
Designation	Desk Officer / Procurement Officer
Agency / Programme Focus	FGN-UBEC/SUBEB Intervention; BESDA; GPE AF-TESS
Years of Experience	Twenty (20) Years (2004 – 2024)
Sector of Practice	Public Sector — Education Infrastructure
Specialisation	Bills of Quantities, Action Plans, Valuation, Procurement, Monitoring
Date of Report	March 2026

My professional career has been within the Nigerian public service, where my expertise as a quantity surveyor has been deployed principally in the education infrastructure sector. As a Desk Officer and Procurement Officer with the Oyo State Government, Ibadan, I have been placed at the administrative and technical heart of some of Nigeria's most consequential school construction and rehabilitation programmes, financed through federal government counterpart funding and international development partner grants.

3. ACADEMIC AND PROFESSIONAL QUALIFICATIONS

My professional practice is underpinned by a rigorous academic foundation in quantity surveying, complemented by specialised professional development in public procurement, education sector financing, and construction contract administration.

3.1 Professional Certifications

Certification / Training	Awarding Body	Year
Certificate in Public Procurement	Bureau of Public Procurement (BPP), Abuja	2009
Certificate in Contract Administration	Construction Industry Training Programme	2011
UBE Programme Management Training	UBEC Capacity Building Directorate	2013
Certificate in Education Sector Procurement	World Bank / GPE Capacity Development	2018
Certificate in Project Monitoring & Evaluation	Federal Government Capacity Development	2020
Building Information Modelling (BIM) Awareness	National BIM Workshop, Abuja	2022

3.2 Continuing Professional Development (CPD)

I have maintained a consistent programme of professional development throughout my career, including attendance at NIQS national conferences, UBEC programme management workshops, BPP procurement training, and GPE-funded capacity-building programmes for education sector infrastructure officers. This commitment to CPD reflects my understanding that effective public sector quantity surveying demands continuous updating of technical knowledge, regulatory awareness, and professional skills.

4. CAREER OVERVIEW AND EMPLOYMENT RECORD

I began my formal career in 2004 following the completion of my National Youth Service Corps (NYSC) year. Over the past twenty years, I have served within the Nigerian public service, rising through the ranks from junior quantity surveyor to my current designation as Desk Officer and Procurement Officer with the Oyo State Government, Ibadan, with responsibilities spanning multiple federal education infrastructure programmes. My career timeline is summarised below.

Period	Designation	Organisation / Programme	Role Type
2003–2004	Corps Member (QS)	State Ministry of Works (NYSC)	Formative
2004–2007	Quantity Surveyor II	Federal Civil Service	Junior
2007–2011	Quantity Surveyor I	Federal Ministry of Works	Intermediate
2011–2016	Principal Quantity Surveyor	Federal/State Government Agency	Senior
2019	Desk/Procurement Officer	FGN-UBEC/SUBEB Programme, Oyo State	Specialist
2020–2021	Desk/Procurement Officer	FGN-UBEC/SUBEB Intervention, Oyo State	Lead
2023–2024	Desk/Procurement Officer	BESDA / GPE AF-TESS, Oyo State	Lead
2024	Desk/Procurement Officer	BESDA Action Plan, Oyo State	Programme Lead

The following sections provide a detailed narrative account of each phase of my career, with particular emphasis on the specific programmes, functions, and achievements associated with my specialist roles from 2019 to 2024.

5. DETAILED PROFILE OF WORK EXPERIENCE

This section constitutes the core technical record of my professional engagements. It documents, in comprehensive detail, each programme and project assignment undertaken, the specific functions performed, the methodologies applied, and the professional outcomes achieved. The programmes are presented chronologically, consistent with my career progression within the Oyo State Government's education infrastructure delivery framework.

5.1 FGN-UBEC/SUBEB Programme — 2019

5.1.1 Programme Background and Context

The Federal Government of Nigeria — Universal Basic Education Commission (FGN-UBEC)/State Universal Basic Education Board (SUBEB) Counterpart Funding Programme is one of the flagship instruments through which the Federal Government catalyses investment in basic education infrastructure across Nigeria's 36 states and the Federal Capital Territory. Under this programme, UBEC releases matching grants to states on a fifty percent (50%) counterpart funding basis, enabling SUBEBs to construct, rehabilitate, and furnish primary and junior secondary school infrastructure across their respective states.

I engaged as a Desk Officer and Procurement Officer in 2019, taking on technical and administrative responsibilities for the management of FGN-UBEC/SUBEB intervention projects within Oyo State. In this capacity, I served as the primary quantity surveying and procurement interface between UBEC at the federal level, the Oyo SUBEB at the state level, and the construction contractors executing works on the ground. My role was critical in ensuring that funds released by UBEC were deployed efficiently, transparently, and in accordance with due process requirements.

5.1.2 Scope of Engagement

The 2019 FGN-UBEC/SUBEB programme covered the construction and rehabilitation of basic education facilities, including classrooms, administrative blocks, libraries, sanitation facilities, perimeter fencing, and the provision of school furniture and equipment. My engagement spanned both the pre-contract planning phase and the ongoing monitoring of project execution, as detailed below.

5.1.3 Key Functions and Technical Responsibilities

- **Programme Orientation and Familiarization:** Upon assumption of duties, I conducted a thorough review of the UBEC programme guidelines, the UBE Act, and the Oyo SUBEB implementation manual to ensure that all quantity surveying and procurement activities were aligned with federal programme requirements.
- **Site Assessment and Needs Verification:** I participated in pre-programme school needs assessment exercises, visiting target schools to verify infrastructure deficits and inform the scope of works to be captured in the action plan and bills of quantities.
- **Coordination with SUBEB Officials:** I liaised with SUBEB engineers, architects, and programme officers to ensure coherence between the technical design proposals and the cost estimates prepared for submission to UBEC.

- Documentation and Reporting: I prepared and maintained comprehensive programme files, including project registers, correspondence logs, and cost reports, for audit and accountability purposes.

5.2 Role as Desk Officer and Procurement Officer

5.2.1 Nature and Significance of the Role

The designation of Desk Officer and Procurement Officer is a specialised public service role that combines administrative oversight with technical quantity surveying and procurement responsibilities. As the Desk Officer for UBEC/SUBEB and subsequently BESDA programmes at Oyo State level, I was not merely an administrative conduit but a technically active professional responsible for the quality and integrity of all cost and procurement documentation generated under the programmes assigned to me.

The Procurement Officer function, in particular, carries significant statutory weight under the Public Procurement Act 2007, as the officer is responsible for ensuring that all procurement activities conform to the legal requirements for open competition, transparency, value for money, and due process. My dual role — combining technical quantity surveying expertise with procurement governance responsibilities — placed me in a uniquely influential position within the education infrastructure delivery system.

5.2.2 Core Responsibilities of the Desk/Procurement Officer Role

- Receiving and processing of UBEC fund releases, ensuring that drawdown requests were supported by adequate technical documentation including approved action plans and cost estimates.
- Maintaining the programme desk file, including all correspondence between UBEC, Oyo SUBEB, and construction contractors, to ensure an auditable paper trail for all programme activities.
- Coordinating pre-contract procurement activities including contractor prequalification, invitation to tender, evaluation of bids, and preparation of award recommendations in compliance with the Public Procurement Act 2007 and the Bureau of Public Procurement (BPP) regulations.
- Serving as the technical secretary to the programme procurement committee, recording decisions, preparing minutes of tender committee meetings, and maintaining records of all procurement decisions.
- Reviewing contractor submissions — including programme of works, method statements, and schedule of rates — to assess technical and commercial compliance.
- Liaising with internal audit teams and external programme auditors to facilitate reviews of procurement processes and financial records.
- Preparing periodic programme performance reports for submission to UBEC federal headquarters and Oyo State-level supervisory authorities.

5.3 FGN-UBEC/SUBEB Intervention Projects — 2020 and 2021

5.3.1 Programme Background

The FGN-UBEC/SUBEB Intervention Projects for the 2020 and 2021 programme years represented a significant scaling-up of education infrastructure investment under the Universal

Basic Education programme. These years coincided with the Nigerian government's accelerated effort to address the substantial school infrastructure deficit that had accumulated over decades of underinvestment, exacerbated by the disruptions of the COVID-19 pandemic which highlighted critical deficiencies in school sanitation, health facilities, and learning environment quality.

My engagement during these two programme years was expanded in scope relative to my 2019 role, reflecting the increased volume of projects and the heightened accountability requirements imposed by UBEC. I was responsible for a portfolio of school construction and rehabilitation projects across multiple local government areas within Oyo State, requiring me to manage concurrent workstreams and maintain rigorous cost and procurement documentation for each.

5.3.2 Preparation of the Annual Action Plan

One of my most significant and technically demanding responsibilities in the 2020 and 2021 programme cycles was the preparation of the Annual Action Plan (AAP) — the foundational programme planning document submitted to UBEC as the basis for fund release and project approval. The AAP is not a simple administrative form; it is a comprehensive technical and financial planning instrument that requires sophisticated quantity surveying input to ensure that project costs are accurately estimated, that fund allocations are justified, and that the programme of works is achievable within the approved budget.

The process of preparing the Annual Action Plan involved the following sequential activities, each of which required my direct technical engagement:

1. **School Needs Assessment:** Compilation and analysis of needs assessment data from target schools across the designated local government areas in Oyo State, establishing the infrastructure deficit and prioritising intervention works based on educational need and cost-effectiveness criteria.
2. **Scope Definition:** Translating needs assessment findings into clearly defined scopes of work for each project, specifying the nature, quantity, and quality of construction and rehabilitation works to be executed.
3. **Preliminary Cost Estimation:** Preparation of preliminary cost estimates for each project component, using elemental cost data, historical unit rates from UBEC's cost database, and current market rate information to develop reliable cost projections.
4. **Bills of Quantities Preparation (Summary Level):** Preparation of summary-level bills of quantities for inclusion in the AAP, providing UBEC with sufficient cost detail to assess the reasonableness of the fund request.
5. **Programme Scheduling:** Preparation of a programme of works for each project, indicating the anticipated start and completion dates, major construction milestones, and the timeline for fund drawdowns.
6. **Budget Allocation:** Preparation of the overall programme budget, allocating funds across projects, project components, and cost categories in accordance with UBEC's fund utilisation guidelines.
7. **Documentation Compilation:** Assembly of the complete AAP document, incorporating the needs assessment summary, project schedules, cost estimates, programme of works, and compliance declarations for submission to UBEC.

5.3.3 Defending the Action Plan in Abuja

Following submission of the Annual Action Plan, I was required to defend the plan before UBEC's technical review panel in Abuja — a rigorous process in which federal programme officers scrutinise the cost estimates, project scope, procurement strategy, and fund utilisation projections. The defence of the action plan is a critical quality assurance mechanism through which UBEC satisfies itself that the proposed programme represents value for money and that the requesting SUBEB has the capacity to implement the works effectively.

My role in the action plan defence process involved:

- Preparing detailed technical briefing notes and cost justification memoranda to support each line item in the action plan budget.
- Attending and presenting before UBEC's technical review panel in Abuja, responding to technical and financial queries from federal programme officers on behalf of Oyo SUBEB.
- Providing supplementary documentation — including unit rate analyses, comparative cost data, and market price surveys — to substantiate the cost estimates in the action plan.
- Negotiating adjustments to the approved scope and budget where UBEC's review panel identified areas requiring revision, and preparing revised cost estimates to reflect agreed changes.
- Following up on the action plan approval process and liaising with UBEC's finance directorate on the modalities for fund release upon approval.

Successfully defending the action plan before UBEC's technical panel for both the 2020 and 2021 programme years is a significant professional achievement that demonstrates my mastery of construction cost estimation, my knowledge of UBEC programme requirements, and my ability to communicate technical information persuasively to a critical audience of federal programme officials.

5.3.4 Monitoring of Projects

Upon commencement of construction, I assumed responsibility for the monitoring of all projects within my programme portfolio — a function that required regular site visits, systematic assessment of construction progress, and the identification and resolution of technical and contractual issues arising during execution.

My project monitoring activities encompassed the following:

- Site Visit Programme: Conducting regular site visits to each project location, in accordance with a predetermined monitoring schedule, to inspect the quality of construction works, assess progress against the approved programme, and verify the accuracy of contractor payment claims.
- Physical Progress Assessment: Assessing the physical progress of works at each site, measuring completed quantities against the bills of quantities, and recording percentage completion for each element of work.
- Quality Assurance Inspections: Inspecting workmanship, materials, and construction methods to ensure compliance with the project specifications, building standards, and UBEC's school construction guidelines.

- **Photographic Documentation:** Maintaining a comprehensive photographic record of each project at key construction stages, providing visual evidence of progress for inclusion in monitoring reports submitted to UBEC and SUBEB management.
- **Non-Conformance Reporting:** Identifying and formally reporting instances of substandard workmanship, use of non-compliant materials, or deviation from approved drawings, and tracking corrective actions taken by contractors.
- **Contractor Performance Assessment:** Evaluating the overall performance of each contractor in terms of programme adherence, resource deployment, quality of work, and compliance with health and safety requirements.
- **Monitoring Reports:** Preparing comprehensive monthly monitoring reports for each project, summarising physical progress, financial expenditure, outstanding issues, and recommended actions, for submission to UBEC and Oyo SUBEB programme management.

The monitoring function is essential to ensuring that public funds invested in education infrastructure are translated into quality school facilities that genuinely serve pupils, teachers, and communities.

5.3.5 Preparation of Valuations for Contractors — Interim and Final

A central technical function performed by me throughout the 2020 and 2021 FGN-UBEC/SUBEB intervention programmes was the preparation of contractor payment valuations — both interim payment certificates during the course of construction and final accounts upon completion of each project.

Interim Valuations

Interim payment valuations are prepared at regular intervals during construction to determine the amount to which the contractor is entitled for work completed to date. The preparation of interim valuations is a technically demanding process requiring precise measurement, professional judgement, and thorough knowledge of the contract documents. My interim valuation process involved:

- **Joint Measurement with Contractor:** Conducting joint measurement exercises with the contractor's quantity surveyor or site agent at each valuation date, measuring the quantities of work completed since the previous valuation in accordance with the Standard Method of Measurement for Building Works (SMMBW).
- **Valuation of Completed Works:** Applying the contract rates from the bills of quantities to the measured quantities to determine the value of work completed to date, and calculating the amount due for the current valuation period.
- **Assessment of Preliminaries:** Assessing the time-related and fixed cost preliminary items included in the contractor's contract sum, and certifying the appropriate proportion for each valuation.
- **Valuation of Variations:** Identifying and valuing any variations to the works that had been instructed since the previous valuation, either at the applicable bill rates or at agreed variation rates.
- **Adjustment for Defective Work:** Making appropriate deductions from the valuation for any work identified as defective or non-compliant that had not yet been remedied by the contractor.

- **Retention Deduction:** Applying the contract retention percentage to the gross valuation, in accordance with the contract conditions, to determine the net amount recommended for payment.
- **Preparation of Payment Certificate:** Compiling the interim payment certificate in the required format for Oyo SUBEB management approval and onward processing by the accounts department.

Final Accounts

Upon practical completion of each project, I was responsible for preparing the final account — the definitive financial settlement between the employer and the contractor that reconciles all costs, variations, claims, and adjustments to determine the total final contract sum. This is one of the most technically complex and financially significant functions of a quantity surveyor, and its accurate execution is essential for ensuring that public funds are properly accounted for. My final account preparation process included:

- **Measurement of the Works:** Conducting a comprehensive final measurement of all works executed under the contract, verifying quantities against the as-built drawings and site measurements.
- **Valuation of All Variations:** Compiling, measuring, and valuing all variations instructed during the construction period, including additions, omissions, and substitutions, to determine the net adjustment to the contract sum.
- **Assessment of Loss and Expense Claims:** Reviewing and assessing any contractor claims for loss and expense arising from employer risk events, such as scope changes, access delays, or unforeseen conditions, and determining the amounts payable in accordance with the contract conditions.
- **Final Account Statement:** Preparing the final account statement setting out the original contract sum, all adjustments and variations, the agreed final sum, and the balance payable or recoverable.
- **Agreement and Sign-Off:** Negotiating and agreeing the final account with the contractor's representative, and obtaining sign-off from both parties and Oyo SUBEB's authorised officer.
- **Final Payment Certificate:** Preparing the final payment certificate for management approval and processing of the final payment, including the release of the outstanding retention monies.

The preparation of interim and final valuations for FGN-UBEC/SUBEB intervention projects represents a high-stakes professional responsibility. Errors or omissions in contractor valuations have direct financial consequences for the public purse, and the integrity of my work in this area has been consistently maintained to the highest professional standards throughout.

5.4 BESDA Action Plan Programme — 2024

5.4.1 Background on BESDA

The Basic Education Service Delivery for All (BESDA) programme is a Federal Government initiative designed to coordinate and implement basic education sector development programmes in Nigeria, with a particular focus on the delivery of physical infrastructure, capacity development, and systems strengthening for basic education. BESDA operates within the policy framework established by the Federal Ministry of Education and works in close partnership with UBEC, state SUBEBs, and international development partners including the World Bank, the Global Partnership for Education (GPE), UNICEF, and the UK Foreign, Commonwealth and Development Office (FCDO).

My engagement with BESDA from 2024 marked a significant evolution in my career, representing an expansion of my scope of work into a more complex, multi-stakeholder programme environment with heightened accountability, reporting, and procurement standards driven by the requirements of international development partners.

5.4.2 Preparation of the BESDA Annual Action Plan — 2024

As with the FGN-UBEC/SUBEB programmes, my primary technical responsibility within the BESDA programme was the preparation of the Annual Action Plan (AAP). The BESDA AAP is a more sophisticated planning instrument than the UBEC AAP, reflecting the additional requirements of development partner co-financing and the more complex implementation environment of the BESDA programme. The BESDA AAP must comply not only with Nigerian public procurement law and the BPP's due process requirements, but also with the procurement guidelines and financial management standards of the relevant development partners.

My preparation of the 2024 BESDA Annual Action Plan involved the same core functions performed in the UBEC programmes — needs assessment, scope definition, cost estimation, programme scheduling, and budget allocation — but executed within a more demanding regulatory and technical environment. Specific elements of the 2024 BESDA AAP preparation included:

- **Multi-Level Needs Assessment:** Conducting and coordinating a comprehensive school-level infrastructure needs assessment across target local government areas in Oyo State, incorporating data on pupil enrolment, teacher-student ratios, existing infrastructure condition, and WASH (water, sanitation, and hygiene) facility status.
- **Inclusive Infrastructure Planning:** Incorporating disability-inclusive design standards and gender-responsive facility planning into the scope of works and cost estimates, consistent with BESDA's commitment to inclusive education.
- **Development Partner Compliance:** Ensuring that all cost estimates, procurement procedures, and implementation plans included in the AAP were compliant with the applicable development partner procurement guidelines, including World Bank Procurement Regulations for IPF Borrowers and GPE grant management requirements.
- **Environmental and Social Safeguards:** Preparing the environmental and social screening inputs required for BESDA's compliance with the World Bank's Environmental and Social Framework (ESF), including site-specific assessments of potential environmental or social impacts of proposed construction works.

- **Cost-Benefit Analysis:** Preparing summary cost-benefit analyses for major infrastructure investment proposals included in the AAP, demonstrating the efficiency and effectiveness of the proposed interventions.
- **Stakeholder Consultation Documentation:** Documenting the outcomes of stakeholder consultations conducted with school communities, local government education authorities, and civil society organisations in support of the AAP preparation process.

5.4.3 Defending the BESDA Action Plan

The defence of the BESDA Annual Action Plan before the agency's technical review panel — and, where required, before development partner review missions — represented an even more demanding professional challenge than the UBEC AAP defence process. Development partner reviews are conducted by teams of highly experienced international and national technical specialists who apply rigorous standards of evidence and analysis in their assessment of programme proposals.

I participated actively in these review processes, preparing detailed technical responses to reviewer queries, presenting cost justifications and unit rate analyses, and demonstrating the robustness of the procurement plan. My ability to defend the action plan successfully before both Nigerian government reviewers and development partner technical teams reflects a high level of professional competence, technical knowledge, and communication ability.

5.4.4 Project Monitoring and Supervision — BESDA 2024

Consistent with my functions in the UBEC programmes, I carried out comprehensive project monitoring responsibilities under the BESDA 2024 programme. My monitoring activities under BESDA were conducted within a more structured results-based management framework, utilising monitoring and evaluation (M&E) indicators established in the programme results framework. These activities included site visits, quality assurance inspections, contractor performance assessments, and the preparation of monitoring reports for submission to BESDA management and development partner programme officers.

5.4.5 Preparation of Contractor Valuations — BESDA 2024

I continued to perform the full range of interim and final valuation functions under the BESDA 2024 programme, consistent with the methodology described in Section 5.3.5 above. Under BESDA, these valuations were subject to additional layers of review by internal audit teams and, in some cases, by development partner financial management specialists, reflecting the heightened accountability requirements of internationally co-financed programmes. My valuations were consistently prepared to a standard that withstood these reviews, demonstrating the accuracy, rigour, and professional integrity of my cost management work under this programme.

5.5 BESDA GPE AF-TESS Programme — 2023 and 2024

5.5.1 Programme Background: Global Partnership for Education — Accelerating Funding for Transformational Education Support and Systems (GPE AF-TESS)

The Global Partnership for Education — Accelerating Funding for Transformational Education Support and Systems (GPE AF-TESS) programme represents one of the most significant international education sector investments in Nigeria in recent years. GPE AF-TESS is a grant facility administered by the Global Partnership for Education — the world's largest fund dedicated exclusively to education in lower-income countries — through which Nigeria has received substantial grant resources to support the transformation of its basic education system, with a particular focus on learning outcomes, equity, inclusion, and the strengthening of education management systems.

UBEC and state SUBEBs serve as key implementing partners across the three OAK states of Oyo, Adamawa, and Katsina. The programme is subject to the fiduciary standards, procurement requirements, and reporting obligations of the World Bank (as Supervising Entity) and the GPE Secretariat, which are substantially more demanding than standard Nigerian government programme management requirements.

My engagement with GPE AF-TESS from 2023 represents the most technically advanced and internationally visible programme work of my career, requiring me to apply my quantity surveying expertise within a sophisticated, multi-stakeholder programme environment characterised by rigorous procurement standards, strong accountability mechanisms, and a results-based funding model tied to demonstrated education sector outcomes.

5.5.2 Preparation of Bills of Quantities — GPE AF-TESS

The preparation of Bills of Quantities for GPE AF-TESS infrastructure components was one of my primary technical contributions to this programme. The GPE AF-TESS BOQ preparation process was substantially more demanding than equivalent work under the standard UBEC/SUBEB counterpart funding programme, for several reasons:

- **International Procurement Standards:** BOQs prepared for GPE AF-TESS contracts had to comply with the World Bank's Standard Procurement Documents (SPDs) for the procurement of works, which impose specific requirements on the structure, content, and level of detail of bills of quantities.
- **Multi-Currency Cost Analysis:** In view of the import content of certain specialist construction materials and equipment, I prepared cost analyses distinguishing between local currency costs and foreign exchange cost components, to facilitate accurate budget planning and exchange rate risk management.
- **Inclusive Design Cost Estimation:** The GPE AF-TESS programme has a strong emphasis on disability-inclusive school design, requiring the costing of specific accessibility features — ramps, accessible toilets, tactile paving, door widths — that are not typically included in standard UBEC school construction specifications.
- **WASH Infrastructure BOQs:** The programme includes a significant WASH (Water, Sanitation and Hygiene) component, for which I prepared detailed BOQs covering borehole drilling, solar-powered water pumping systems, student toilets disaggregated by gender, handwashing facilities, and sanitation block construction.
- **Furniture and Equipment Schedules:** In addition to civil and structural works BOQs, I prepared detailed schedules of school furniture and equipment, specifying quantities,

technical specifications, and unit costs for desks, chairs, storage units, and teaching aids.

- **Life-Cycle Cost Estimates:** Consistent with GPE's emphasis on sustainable infrastructure, I prepared whole-life cost estimates for major infrastructure components, assessing the long-term maintenance and operational cost implications of design choices to inform value-for-money analysis.

5.5.3 Action Plan Preparation — GPE AF-TESS

As with the UBEC and BESDA programmes, I was responsible for preparing the Annual Action Plan for the GPE AF-TESS infrastructure component in Oyo State. The GPE AF-TESS AAP is a particularly demanding document, as it must simultaneously satisfy Nigerian government planning requirements and the programme management requirements of GPE and the World Bank. This dual accountability framework requires the action plan to include more detailed technical, financial, and safeguards information than a standard UBEC AAP, and to present this information in a format that is accessible to both Nigerian government officials and international development partner programme officers.

The preparation of the GPE AF-TESS AAP required me to integrate my quantity surveying expertise with a working knowledge of results-based management, development partner programming cycles, and international education sector programme design principles — skills that distinguish me within the public sector quantity surveying community.

5.5.4 Defence of the GPE AF-TESS Action Plan

The defence of the GPE AF-TESS action plan before joint review panels comprising BESDA technical staff, UBEC programme managers, World Bank task team members, and GPE programme officers was a defining professional experience for me. These reviews are conducted by highly experienced international professionals who apply the standards of world-class development programme management in their assessment of action plan proposals.

I participated actively in these joint reviews, presenting the infrastructure component of the action plan, defending the cost estimates and procurement strategy, responding to technical queries from World Bank specialists, and demonstrating compliance with GPE's fiduciary and safeguards requirements. My successful participation in these high-profile review exercises reflects the confidence of my programme management in my ability to represent the technical quality of Nigeria's education infrastructure programme at an international level.

5.5.5 Monitoring of GPE AF-TESS Projects

Project monitoring under the GPE AF-TESS programme was conducted within a structured results-based monitoring framework, with quarterly outcome reporting against a set of programme-level indicators — including the number of classrooms constructed, the number of schools equipped with WASH facilities, the proportion of schools with disability-accessible features, and the number of beneficiary pupils (disaggregated by gender and disability status). My site visit monitoring activities generated data that fed directly into these results reports, contributing to Nigeria's accountability to the GPE Secretariat and the international donor community. My monitoring work helped to ensure that GPE AF-TESS infrastructure investments

were translating into real improvements in the learning environment for Nigeria's most vulnerable children.

5.5.6 Preparation of Contractor Valuations — GPE AF-TESS

The preparation of interim and final valuations for GPE AF-TESS construction contracts followed the same technical methodology applied in the UBEC and BESDA programmes, as described in Section 5.3.5, but with an additional layer of compliance review to satisfy the World Bank's financial management requirements. Under GPE AF-TESS, interim payment certificates were subject to review by BESDA's Financial Management Specialist and, in some cases, by the World Bank's task team financial management specialist, before funds were released for payment. My valuations consistently met the standard required for approval at these multiple levels of review, attesting to the accuracy, completeness, and professional quality of my cost management work under this high-profile international programme.

6. KEY PROFESSIONAL COMPETENCIES

The programmes described in Section 5 have developed and refined a comprehensive portfolio of professional competencies in me, spanning pre-contract cost management, post-contract administration, public procurement governance, development partner programming, and professional communication. The following is a structured summary of these competencies.

6.1 Bills of Quantities Preparation

I have extensive experience in the preparation of Bills of Quantities for education sector infrastructure projects of varying scale, complexity, and procurement regime. My BOQ preparation work has covered standard building works (classrooms, offices, ablution blocks), civil engineering works (drainage, access roads, fencing), mechanical and electrical services (water supply, solar systems, lighting), and WASH infrastructure — across programmes ranging from the standard UBEC counterpart funding model to the internationally supervised GPE AF-TESS programme. I am proficient in the Standard Method of Measurement for Building Works (SMMBW), the Civil Engineering Standard Method of Measurement (CESMM), and the World Bank's Standard Procurement Documents for works.

6.2 Action Plan Preparation

The preparation of annual action plans is a core professional competency in which I have developed deep expertise through repeated, progressively more demanding engagement across the UBEC, BESDA, and GPE AF-TESS programmes. I have mastered the full action plan preparation cycle — from school needs assessment through scope definition, cost estimation, programme scheduling, budget allocation, and documentation — and can execute this process competently within both the standard Nigerian government programme management framework and the more demanding international development partner programme management environment.

6.3 Action Plan Defence

I have developed strong skills in the defence of action plans before technical review panels at multiple levels, including federal government programme review panels at UBEC headquarters in Abuja, BESDA technical review committees, and joint government-development partner review missions including World Bank task team members. This competency combines deep technical knowledge of construction cost estimation with the ability to communicate complex financial and technical information clearly, persuasively, and under scrutiny — a skill set that distinguishes me as a capable and confident professional.

6.4 Project Monitoring and Quality Assurance

Project monitoring is a competency that I have refined through sustained, hands-on engagement with construction sites across multiple programme cycles. I have developed skills in the full range of field monitoring activities, including physical progress measurement, quality assurance inspection, non-conformance reporting, contractor performance assessment, and monitoring report preparation. My monitoring work under UBEC, BESDA, and GPE AF-TESS has

contributed directly to the quality and accountability of Nigeria's education infrastructure investment, ensuring that public and donor funds are translated into school facilities that meet the required standards of construction quality and fitness for purpose.

6.5 Contractor Valuation — Interim and Final

Contractor payment valuation — encompassing both interim payment certificates and final accounts — is a technical competency that I have applied consistently across all programme cycles. My valuation work has been conducted for contracts executed under UBEC, BESDA, and GPE AF-TESS programmes, at various scales of complexity and value. The consistent approval of my valuations at multiple levels of review — including by World Bank financial management specialists under GPE AF-TESS — is a strong attestation of the accuracy, rigour, and professional integrity of my cost management practice.

6.6 Public Procurement and Due Process Compliance

As Desk Officer and Procurement Officer with the Oyo State Government, I have comprehensive expertise in Nigerian public procurement law and practice, including the Public Procurement Act 2007, BPP regulations, and UBEC/BESDA programme-specific procurement guidelines. My understanding extends to international procurement frameworks, including World Bank Procurement Regulations for IPF Borrowers and GPE grant management requirements. I have managed end-to-end procurement processes for construction contracts under multiple programme frameworks, consistently achieving compliance with due process requirements.

7. PROFESSIONAL ETHICS AND CONDUCT

My professional practice is founded on an unwavering commitment to integrity, objectivity, transparency, and accountability. These values are particularly important in the education infrastructure sector, where the quality and probity of construction cost management and procurement directly affect the learning environment available to millions of Nigerian children.

- **Integrity in Cost Management:** My cost estimates, bills of quantities, and contractor valuations are prepared on the basis of factual measurement, professional judgement, and objective application of relevant standards — not influenced by contractor preferences, political considerations, or personal interests.
- **Transparency in Procurement:** As Procurement Officer, I have consistently enforced the principles of open competition, equal treatment, and transparency in all procurement processes, ensuring that contract awards are made on the basis of merit and value for money.
- **Accountability to Public and Donor Funds:** I recognise that my work directly affects the efficient use of federal government funds and international donor grants, and I approach every assignment with the consciousness that my professional decisions have real consequences for public accountability and education sector outcomes.
- **Compliance with Professional Standards:** I maintain my obligations under the NIQS Code of Professional Conduct, the QSRBN regulations, the Public Procurement Act 2007, and the Federal Civil Service Rules in all aspects of my practice.
- **Clean Professional Record:** I have never been the subject of any disciplinary proceeding, professional complaint, or adverse finding by the NIQS, QSRBN, BPP, or any government or development partner audit.

8. SUMMARY OF NOTABLE ACHIEVEMENTS

S/N	Achievement	Programme / Year
1	Successfully prepared and defended Annual Action Plan before UBEC Federal Review Panel in Abuja	FGN-UBEC/SUBEB, 2019
2	Prepared and defended Action Plans for two consecutive programme cycles under heightened COVID-19 accountability requirements	UBEC Intervention, 2020–2021
3	Managed project monitoring for multi-LGA portfolio of school construction projects concurrently across Oyo State	UBEC/SUBEB, 2020–2021
4	Prepared interim and final valuations for UBEC/SUBEB contracts; all approved without material objection by programme auditors	2019–2021
5	Prepared BESDA Annual Action Plan compliant with both Nigerian and World Bank/GPE requirements	BESDA, 2024
6	Defended BESDA Action Plan before joint government-World Bank-GPE review mission	BESDA, 2024
7	Prepared Bills of Quantities for GPE AF-TESS — including inclusive design, WASH, and furniture/equipment schedules — to World Bank SPD standards	GPE AF-TESS, 2023–2024
8	Prepared GPE AF-TESS Action Plan satisfying dual Nigerian government and international development partner requirements	GPE AF-TESS, 2023–2024
9	Contractor valuations approved by World Bank financial management specialists under GPE AF-TESS	GPE AF-TESS, 2023–2024
10	Contributed monitoring data to GPE AF-TESS results framework reporting on school infrastructure outcomes	GPE AF-TESS, 2024
11	Maintained clean procurement record across all programme cycles with no adverse audit findings	2019–2024

9. MAPPING OF EXPERIENCE TO NIQS MEMBERSHIP COMPETENCIES

The table below maps my specific programme engagements directly to the core competency areas of the NIQS Assessment of Professional Competence (APC) framework for Membership.

NIQS APC Competency	Evidence	Level
Cost Planning & Estimating	Preliminary cost estimates for UBEC, BESDA and GPE AF-TESS action plans across multiple programme cycles	Advanced
Bills of Quantities Preparation	Full BOQs for GPE AF-TESS: civil works, WASH, inclusive design, furniture — to World Bank SPD standards	Advanced
Procurement & Tendering	End-to-end procurement management across UBEC, BESDA and GPE AF-TESS; PPA 2007 and World Bank compliance	Advanced
Contract Administration	Interim and final valuations for UBEC/SUBEB and BESDA contracts; World Bank FM review compliance	Advanced
Final Account Preparation	Final accounts prepared and agreed for UBEC/SUBEB school construction contracts	Competent
Monitoring & Reporting	Field monitoring across multi-LGA project portfolios; monitoring reports for UBEC, BESDA, and GPE AF-TESS results framework	Advanced
Project Management	Simultaneous management of multi-project, multi-LGA programme portfolios under government and development partner oversight	Competent
Development Partner Programming	Action plan preparation and defence for World Bank / GPE co-financed AF-TESS programme	Advanced
Ethics and Conduct	Twenty years clean record; zero adverse audit findings across all programme cycles	Advanced
Professional Communication	Action plan defence before federal, BESDA and World Bank review panels; monitoring reports and payment certificates	Competent

10. DECLARATION BY APPLICANT

I, Okunade Sulaiman Aderogba, hereby solemnly declare that:

8. The information contained in this Professional Experience Report is true, accurate, and complete to the best of my knowledge and belief.
9. I have not wilfully omitted any information that would be material to the assessment of my application for Corporate Membership of the Nigerian Institute of Quantity Surveyors.
10. I have not been found guilty of any professional misconduct by any professional or regulatory body.
11. I have not been convicted of any criminal offence in Nigeria or any other jurisdiction.
12. I undertake to comply with the NIQS Code of Professional Conduct and all relevant regulations governing quantity surveying practice in Nigeria, if admitted as a Corporate Member.
13. I understand that any false or misleading statement may result in the rejection of this application or, if admitted, termination of my membership.

Signed: _____

Name: Okunade Sulaiman Aderogba

Date: _____

11. CONCLUSION

Looking back over twenty years of dedicated service within the Nigerian public sector, I am proud of what I have been able to contribute to the delivery of quality education infrastructure for children across Oyo State. This Professional Experience Report captures the honest record of my journey — from my early years as a junior quantity surveyor, through progressively demanding roles, to my current position as Desk Officer and Procurement Officer on some of Nigeria's most significant internationally funded education programmes.

What has shaped me most professionally is the nature of the work itself. Education infrastructure is not an abstract exercise in cost management — every classroom I have costed, every action plan I have defended in Abuja, every contractor valuation I have certified, represents a physical space where a Nigerian child will sit, learn, and build a future. That sense of purpose has kept me disciplined, honest, and committed to the highest standards of professional practice across every programme cycle.

My work on the FGN-UBEC/SUBEB Intervention Projects gave me a strong foundation in the fundamentals of public sector quantity surveying — cost planning, procurement, measurement, valuation, and monitoring. The opportunity to defend action plans before UBEC's technical panel in Abuja was one of the most formative experiences of my career, teaching me that professional competence must be communicable as well as technical.

The BESDA and GPE AF-TESS programmes elevated my practice to a different level entirely. Working within a World Bank and Global Partnership for Education framework — where procurement documentation, cost justifications, and contractor valuations are scrutinised by international specialists — demanded a rigour and precision that has made me a better quantity surveyor. Having my valuations consistently approved at multiple levels of review, including by World Bank financial management specialists, is an attestation of professional quality that I carry with quiet pride.

I submit this report with full confidence in the accuracy of its contents and in the strength of the professional record it presents. I am an intending applicant for Corporate Membership of the Nigerian Institute of Quantity Surveyors, and I believe that the breadth, depth, and quality of my twenty years of practice — particularly my specialist work in education infrastructure financing, public procurement governance, and international development partner programming — reflects the standard of professional competence that NIQS Corporate Membership represents.

I look forward to contributing my experience and expertise to the advancement of quantity surveying practice in Nigeria as a Corporate Member of the NIQS.

END OF PROFESSIONAL EXPERIENCE REPORT

Nigerian Institute of Quantity Surveyors | Membership Application