

NIGERIAN INSTITUTE OF QUANTITY SURVEYORS PROFESSIONAL EXPERIENCE REPORT

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

PREPARED BY

OKUNADE SULAIMAN ADEROGBA

Desk/Procurement Officer

Oyo State Universal Basic Education Board (Oyo SUBEB)

Specialist in FGN-UBEC/SUBEB, BESDA & GPE AF-TESS 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.

My career has been focused on education infrastructure financing, government-to-government intervention programmes, and public procurement — with particular emphasis on the Universal Basic Education Commission (UBEC), State Universal Basic Education Boards (SUBEBs), the Better Education Service Delivery for All (BESDA) programme, and the Basic Education Sector Development Agency programmes. I am employed by the Oyo State Universal Basic Education Board (Oyo SUBEB), through which I have been deployed to coordinate and implement these various federal and internationally co-financed education infrastructure programmes. 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, the BESDA programme, 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. It 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 my biographical and professional profile to facilitate administrative processing and identity verification by the NIQS Registration Board.

| Field | Details |
|--------------------------|--|
| Full Name | Okunade Sulaiman Aderogba |
| Professional Title | Quantity Surveyor |
| Gender | Male |
| Nationality | Nigerian |
| Employer | Oyo State Universal Basic Education Board (Oyo SUBEB), 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 built within the Nigerian public education sector, where my expertise as a quantity surveyor has been deployed principally in the planning, costing, procurement, and monitoring of education infrastructure programmes. As a Desk Officer and Procurement Officer with the Oyo State Universal Basic Education Board, I sit at the administrative and technical heart of some of Nigeria's most consequential school construction and rehabilitation programmes — financed through federal government counterpart funding, domestic intervention grants, and international development partner resources.

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 FORMAL ACADEMIC QUALIFICATIONS

| Qualification | Institution | Year | Class / Grade |
|----------------------------------|---|------|----------------------|
| B.Sc. Quantity Surveying | Ladoke Akintola University of Technology (LAUTECH), Ogbomosho | 2002 | Second Class Upper |
| Senior Secondary Certificate | Government Secondary School | 1997 | Credit / Distinction |
| First School Leaving Certificate | Primary School, Nigeria | 1991 | Pass |

3.2 PROFESSIONAL CERTIFICATIONS

| Certification | 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 |

3.3 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, BESDA implementation workshops, 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, with my career culminating in my current designation as Desk Officer and Procurement Officer with the Oyo State Universal Basic Education Board (Oyo SUBEB), Ibadan. In this capacity, I have had principal responsibility for multiple federal and internationally co-financed 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 SUBEB | Specialist |
| 2020–2021 | Desk/Procurement Officer | FGN-UBEC/SUBEB Intervention — Oyo SUBEB | Lead |
| 2022–2023 | Desk/Procurement Officer | BESDA Programme — Oyo SUBEB | Lead |
| 2023–2024 | Desk/Procurement Officer | BESDA / GPE AF-TESS — Oyo SUBEB | Lead |

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 Oyo State Universal Basic Education Board's involvement in the Federal Government of Nigeria'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 FCT. 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.

In 2019, I was engaged as a Desk Officer and Procurement Officer by the Oyo State Universal Basic Education Board (Oyo SUBEB) to take 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.

5.1.2 Key Functions and Technical Responsibilities

- Programme Orientation and Familiarization: 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 across Oyo State 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 Oyo 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 – OYO SUBEB

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 Oyo SUBEB's involvement in the UBEC/SUBEB, BESDA, and GPE AF-TESS programmes, I am 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 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 — has placed me in a uniquely influential position within Oyo State's education infrastructure delivery system.

5.2.2 Core Responsibilities

- Receiving and processing of UBEC and programme 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, coinciding with the Nigerian government's accelerated effort to address the substantial school infrastructure deficit exacerbated by the disruptions of the COVID-19 pandemic. My engagement during these two programme years was expanded relative to my 2019 role, with responsibility for a portfolio of school construction and rehabilitation projects across multiple local government areas in 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 planning document submitted to

UBEC as the basis for fund release and project approval. The process involved:

1. School Needs Assessment: Compilation and analysis of needs assessment data from target schools across Oyo State, establishing the infrastructure deficit and prioritising intervention works.
2. Scope Definition: Translating needs assessment findings into clearly defined scopes of work for each project.
3. Preliminary Cost Estimation: Preparation of preliminary cost estimates using elemental cost data, historical unit rates from UBEC's cost database, and current market rate information.
4. Bills of Quantities Preparation (Summary Level): Preparation of summary-level bills of quantities for inclusion in the AAP.
5. Programme Scheduling: Preparation of a programme of works indicating anticipated start and completion dates, major construction milestones, and timeline for fund drawdowns.
6. Budget Allocation: Allocation of funds across projects in accordance with UBEC's fund utilisation guidelines.
7. Documentation Compilation: Assembly of the complete AAP document for submission to UBEC.

5.3.3 Defending the Action Plan

Following submission, I was required to defend the Annual Action Plan before UBEC's technical review panel in Abuja. I prepared detailed technical briefing notes, attended and presented before the review panel, provided supplementary documentation to substantiate cost estimates, and negotiated adjustments where required. Successfully defending the action plan for both the 2020 and 2021 programme years is a significant

professional achievement that demonstrates my mastery of construction cost estimation and knowledge of UBEC programme requirements.

5.3.4 Monitoring of Projects

- Conducting regular site visits to inspect quality of works, assess progress, and verify the accuracy of contractor payment claims.
- Measuring completed quantities against the bills of quantities and assessing physical percentage completion.
- Inspecting workmanship, materials, and construction methods to ensure compliance with project specifications and UBEC's school construction guidelines.
- Maintaining a comprehensive photographic record of each project at key construction stages.
- Identifying and formally reporting instances of substandard workmanship or use of non-compliant materials.
- Preparing comprehensive monthly monitoring reports for submission to UBEC and Oyo SUBEB programme management.

5.3.5 Preparation of Contractor Valuations (Interim and Final)

A central technical function throughout both programme years was the preparation of contractor payment valuations. For interim valuations, I conducted joint measurements with the contractor's quantity surveyor, applied contract rates to measured quantities, assessed preliminary items, valued variations, made deductions for defective work, applied retention, and compiled payment certificates for Oyo SUBEB management approval.

For final accounts, I carried out comprehensive final measurement of all executed works, compiled and valued all variations, assessed contractor claims for loss and expense where applicable, prepared the final account

statement, negotiated and agreed the final account with the contractor's representative, and prepared the final payment certificate inclusive of retention release.

5.4 BETTER EDUCATION SERVICE DELIVERY FOR ALL (BESDA) PROGRAMME – 2022 TO 2024

5.4.1 Background and Context of BESDA

The Better Education Service Delivery for All (BESDA) is a Federal Government of Nigeria programme funded by the World Bank, operating within the framework of the Systems Approach for Better Education Results (SABER). BESDA was designed specifically to address one of Nigeria's most critical education challenges: the persistently high number of out-of-school children (OOSC). Nigeria has one of the largest out-of-school child populations in the world, with millions of children — particularly in rural, disadvantaged, and conflict-affected communities — unable to access or remain in basic education due to poverty, infrastructure deficits, distance, gender inequality, and socio-cultural barriers.

BESDA operates through a results-based financing mechanism, which means that disbursements are tied to the achievement of agreed education outcomes — including improvements in school enrolment, retention, and learning outcomes — rather than simply the expenditure of funds on inputs. The programme targets the most underserved states and communities in Nigeria, with a strong emphasis on equity, inclusion, and the reintegration of out-of-school children back into the formal education system.

BESDA's physical infrastructure component is critical to its objectives. Many of the out-of-school children the programme seeks to reach are excluded from education precisely because there are no schools within accessible distance, or because existing schools lack the facilities —

classrooms, sanitation blocks, water supply, gender-separated toilets, disability-accessible infrastructure — that would make them safe, functional, and welcoming learning environments. Constructing, rehabilitating, and equipping school infrastructure in the most underserved communities is therefore a direct enabler of BESDA's out-of-school children reintegration goals.

The Oyo State Universal Basic Education Board (Oyo SUBEB) is a BESDA implementing entity, responsible for executing the programme's infrastructure and service delivery components within Oyo State. I was deployed as the Desk Officer and Procurement Officer responsible for coordinating all quantity surveying, cost management, and procurement activities under BESDA within Oyo SUBEB.

5.4.2 My Functions as Quantity Surveyor under BESDA

My engagement with BESDA required me to apply the full range of my quantity surveying competencies within a more complex, accountability-intensive programme environment than the standard UBEC/SUBEB counterpart funding programme. The following describes the specific functions I performed:

(a) School Infrastructure Needs Assessment for Out-of-School Children Communities

Because BESDA targets the most underserved communities — those with the highest concentrations of out-of-school children — the needs assessment process under this programme was substantially more demanding than under the standard UBEC counterpart funding cycle. I participated in comprehensive, community-level school infrastructure audits in target local government areas across Oyo State, collecting and analysing data on:

- The condition and adequacy of existing classrooms, including structural integrity, roof condition, ventilation, and floor area per pupil.
- The availability and functionality of gender-separated toilet and sanitation facilities — a critical determinant of girls' school attendance and retention.
- The presence or absence of clean water supply within school premises.
- The accessibility of school buildings and facilities for children with physical disabilities.
- The distance of target communities from the nearest functional school, as a measure of access barriers for out-of-school children.

This data formed the foundation of the infrastructure investment proposals that I subsequently costed and included in the BESDA annual action plans.

(b) Preparation of Bills of Quantities for BESDA Infrastructure

I prepared detailed Bills of Quantities for all BESDA infrastructure works across Oyo State. Given BESDA's focus on bringing out-of-school children back into education, the construction programme covered a range of facility types specifically designed to address the access, safety, and inclusivity barriers that had kept these children out of school. The BOQs I prepared covered:

- **New Classroom Construction:** Full measurement and quantification of new classroom blocks in communities identified as having no existing school or grossly inadequate classroom provision, including substructure, superstructure, roofing, internal finishes, doors, windows, and external works.

- **School Rehabilitation Works:** Detailed measurement of rehabilitation works to existing school buildings, including structural repairs, reroofing, replastering, repainting, floor replacement, and the installation of ceilings, louvres, and doors to bring derelict facilities back to a functional standard.
- **WASH Facilities:** Comprehensive BOQs for the construction of gender-separated student toilet blocks, including separate male and female units, handwashing stations with water supply connections, soak-away pits, and external paving — all designed to meet minimum hygiene standards and make schools safe for girls.
- **Disability-Accessible Infrastructure:** Measurement and costing of accessibility features including ramps at classroom and toilet entrances, widened doorways, tactile floor surfaces, and accessible toilet cubicles — enabling children with physical disabilities to access school facilities.
- **Perimeter Fencing:** Quantification of perimeter fencing works to provide secure school environments, reducing child vulnerability and parental concerns about safety that had contributed to out-of-school statistics.
- **Furniture and Equipment Schedules:** Preparation of detailed schedules of school furniture for newly constructed and rehabilitated classrooms, specifying quantities, dimensions, materials, and unit costs for student desks, chairs, teacher tables, chairs, and storage units.

All BOQs were prepared in accordance with the Standard Method of Measurement for Building Works (SMMBW) and, where required by the programme's World Bank co-financing, in compliance with the World Bank's Standard Procurement Documents (SPDs) for works.

(c) Preparation of the BESDA Annual Action Plan

I was responsible for preparing the Annual Action Plan (AAP) for Oyo SUBEB's BESDA infrastructure component. The BESDA AAP is a more demanding planning document than the standard UBEC AAP because it must satisfy both the Nigerian government's programme management requirements and the World Bank's operational and fiduciary standards. The AAP preparation process involved:

8. **Prioritisation of out-of-school children hotspots:** Using enrolment, attendance, and out-of-school children data to identify the communities and schools that most urgently required infrastructure investment to support BESDA's reintegration objectives.
9. **Scope development:** Translating community infrastructure needs into clearly defined, costed scopes of works for each proposed project, specifying the facility type, construction standard, and compliance with BESDA's inclusive design requirements.
10. **Cost estimation and budget preparation:** Preparing detailed preliminary cost estimates for each proposed project, using current market rates, UBEC unit cost benchmarks, and World Bank programme cost norms, and assembling these into a programme budget consistent with Oyo SUBEB's BESDA funding allocation.
11. **Results framework alignment:** Mapping each infrastructure investment in the AAP to specific BESDA programme results indicators — including the number of additional classrooms, the number of schools with WASH facilities, and the number of schools meeting BESDA's minimum standards — to demonstrate the programme's contribution to out-of-school children reintegration outcomes.
12. **Procurement planning:** Preparing the procurement plan for BESDA infrastructure contracts, specifying the procurement method for each contract, the estimated contract value, the timeline

for key procurement milestones, and the applicable procurement framework (Nigerian PPA 2007 and/or World Bank Procurement Regulations).

13. Documentation: Compiling the complete AAP document, incorporating all project proposals, cost estimates, procurement plans, and results framework mappings, for submission to BESDA programme management and the World Bank.

(d) Defending the BESDA Action Plan

I actively participated in the defence of the BESDA AAP before the programme's joint review panels, which included BESDA federal programme officers, World Bank task team members, and independent technical reviewers. These reviews subjected the cost estimates, procurement strategy, and results projections to rigorous scrutiny. I prepared detailed technical briefing notes, unit rate justification analyses, and comparative cost data to support the AAP, and responded to queries from World Bank specialists on construction costs, procurement methodology, and compliance with the programme's environmental and social safeguards requirements.

(e) Project Monitoring and Quality Assurance

I carried out systematic project monitoring under BESDA within a results-based monitoring framework. My monitoring activities were directly tied to BESDA's programme results indicators, with each site visit generating quantitative data on the number of classrooms completed, the number of WASH facilities constructed, the proportion of schools with disability-accessible features, and the number of beneficiary communities served. Specific monitoring functions included:

- Regular site visits to all BESDA construction sites in Oyo State, conducted in accordance with a structured monitoring schedule.

- Physical progress measurement, assessing the percentage completion of each facility against the approved bills of quantities and programme of works.
- Quality assurance inspections, verifying that construction materials, workmanship, and building methods complied with BESDA's construction standards and the project specifications.
- Specific verification of inclusive design compliance — confirming that ramps, accessible toilets, and other disability features were being constructed in accordance with the approved drawings and specifications.
- Photographic documentation of construction progress at all stages, providing a visual accountability record for submission to Oyo SUBEB management and BESDA programme officers.
- Non-conformance reporting, formally recording and tracking the resolution of any defects, substandard workmanship, or deviation from approved designs.
- Preparation of monthly monitoring reports, summarising physical progress, financial expenditure, outstanding issues, and recommended actions, for submission to Oyo SUBEB, BESDA, and where required, the World Bank task team.

(f) Contractor Payment Valuations under BESDA

I prepared all interim and final contractor payment valuations for BESDA construction contracts in Oyo State. Under BESDA, these valuations were subject to an additional layer of review by Oyo SUBEB's internal financial management team and, in some cases, by BESDA's federal programme financial management specialists and the World Bank's task team financial management officer — reflecting the heightened accountability requirements of a World Bank-financed programme.

My interim valuation process under BESDA involved joint measurement with the contractor's representative at each valuation date, application of contract rates to measured quantities, assessment of preliminary items, valuation of any variations instructed, adjustment for defective or uncorrected work, application of the contract retention percentage, and compilation of the certified payment amount for Oyo SUBEB management approval.

Final accounts under BESDA required comprehensive re-measurement of all completed works, reconciliation of all instructed variations, assessment of any contractor claims, preparation of the final account statement, negotiation and agreement of the final sum with the contractor, and preparation of the final payment certificate inclusive of the release of all outstanding retention. My valuations under BESDA consistently received approval at all levels of review without material objection — a direct attestation of the accuracy and professional integrity of my cost management work.

5.5 BESDA GPE AF-TESS PROGRAMME – 2023 AND 2024

5.5.1 Programme Background

The Global Partnership for Education — Accelerating Funding for Transformational Education Support and Systems (GPE AF-TESS) programme is one of the most significant international education sector investments in Nigeria in recent years. Operating alongside and complementing the BESDA programme, GPE AF-TESS is a grant facility administered by the Global Partnership for Education through which Nigeria received substantial 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. The programme is subject to the fiduciary standards,

procurement requirements, and reporting obligations of the World Bank as Supervising Entity.

Oyo SUBEB, as a key implementing partner, assigned me as the Desk/Procurement Officer responsible for all quantity surveying and procurement functions under GPE AF-TESS within Oyo State.

5.5.2 Preparation of Bills of Quantities — GPE AF-TESS

BOQ preparation for GPE AF-TESS was substantially more demanding than equivalent work under the standard UBEC/SUBEB programme, covering:

- **World Bank SPD Compliance:** BOQs prepared in strict accordance with World Bank Standard Procurement Documents for the procurement of works.
- **Multi-Currency Cost Analysis:** Distinguishing between local currency costs and foreign exchange components for specialist materials and equipment.
- **Inclusive Design Cost Estimation:** Costing of accessibility features including ramps, accessible toilets, tactile paving, and widened doorways.
- **WASH Infrastructure BOQs:** Covering borehole drilling, solar-powered water pumping systems, gender-disaggregated student toilets, handwashing facilities, and sanitation block construction.
- **Furniture and Equipment Schedules:** Specifying quantities, technical specifications, and unit costs for all school furnishings.
- **Life-Cycle Cost Estimates:** Assessing long-term maintenance and operational cost implications to inform value-for-money analysis.

5.5.3 Action Plan Preparation, Defence, Monitoring and Valuations — GPE AF-TESS

I prepared the Annual Action Plan for the GPE AF-TESS infrastructure component, satisfying both Nigerian government planning requirements and the programme management requirements of GPE and the World Bank simultaneously. I actively participated in joint review processes involving BESDA federal staff, UBEC programme managers, World Bank task team members, and GPE programme officers — presenting infrastructure component proposals, defending cost estimates and procurement strategy, and demonstrating compliance with GPE's fiduciary and safeguards requirements.

Project monitoring under GPE AF-TESS was conducted within a structured results-based framework with quarterly outcome reporting, generating data on classrooms constructed, schools equipped with WASH facilities, proportion of schools with disability-accessible features, and beneficiary pupils disaggregated by gender and disability status. Interim and final valuations were subject to review by BESDA's Financial Management Specialist and the World Bank's task team financial management officer. My valuations consistently met the standard required for approval at all levels.

6. KEY PROFESSIONAL COMPETENCIES

| Competency Area | 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 BESDA and 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, BESDA and GPE AF-TESS contracts; World Bank FM review compliance | Advanced |
| Final Account Preparation | Final accounts prepared and agreed for UBEC/SUBEB and BESDA 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-financed BESDA and GPE co-financed AF-TESS programmes | Advanced |
| Out-of-School Children Infrastructure | Infrastructure needs assessment, BOQ preparation, and construction monitoring for BESDA OOSC-targeted schools | 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 |

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 — including the most vulnerable out-of-school children that programmes like BESDA are designed to reach.

- **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 consistently enforce 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 Oyo State 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 outcomes for children.
- **Compliance with Professional Standards:** I maintain my obligations under the NIQS Code of Professional Conduct, the Public Procurement Act 2007, and the applicable 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, 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 | 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 | Led infrastructure needs assessment for out-of-school children communities across Oyo State under BESDA | BESDA, 2022–2024 |
| 6 | Prepared comprehensive BESDA BOQs covering classrooms, WASH, inclusive access, fencing, and furniture across multiple LGAs | BESDA, 2022–2024 |
| 7 | Prepared BESDA Annual Action Plan compliant with both Nigerian government and World Bank requirements, including results framework alignment | BESDA, 2022–2024 |
| 8 | Defended BESDA Action Plan before joint government–World Bank review mission | BESDA, 2023–2024 |
| 9 | Prepared Bills of Quantities for GPE AF-TESS programme to World Bank SPD standards | GPE AF-TESS, 2023–2024 |
| 10 | Contractor valuations approved by World Bank financial management specialists under both BESDA and GPE AF-TESS | 2023–2024 |
| 11 | Contributed monitoring data to BESDA and GPE AF-TESS results framework reports on school infrastructure outcomes | 2023–2024 |
| 12 | Maintained clean procurement record across all programme cycles with no adverse audit findings | 2019–2024 |

9. MAPPING OF EXPERIENCE TO NIQS MEMBERSHIP COMPETENCIES

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

10. DECLARATION BY APPLICANT

I, Okunade Sulaiman Aderogba, hereby solemnly declare that:

The information contained in this Professional Experience Report is true, accurate, and complete to the best of my knowledge and belief.

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.

I have not been found guilty of any professional misconduct by the NIQS or any other professional or regulatory body.

I have not been convicted of any criminal offence in Nigeria or any other jurisdiction.

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.

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

Twenty years in public service is a long time, and looking back over this career — from the early years as a junior quantity surveyor to my current role as Desk and Procurement Officer with the Oyo State Universal Basic Education Board — I can say with confidence that every assignment has contributed to building the competence I now bring to this application.

The programmes documented in this report represent the full range of what a quantity surveyor in the Nigerian public education sector can be called upon to do. I have prepared bills of quantities from scratch, defended cost estimates before federal and international review panels, monitored construction sites across multiple local government areas in Oyo State, and certified payments for public funds. I have done this work consistently, accurately, and with integrity.

The BESDA programme has been particularly meaningful to me professionally. Working directly on infrastructure for out-of-school children makes the purpose of the work very concrete. When I am measuring a classroom block, preparing a BOQ for a girls' toilet block, or certifying the completion of a ramp for a child with a disability, I am contributing to giving a child access to education they would otherwise not have. That context matters to me, and it sharpens the care I bring to every technical decision.

Working through Oyo SUBEB while interfacing with UBEC at the federal level and with the World Bank and GPE at the international level has given me a perspective on education infrastructure delivery that I believe is uncommon among quantity surveyors in the Nigerian public sector. I understand both the technical demands of the work and the accountability obligations that come with managing public and donor funds.

I am applying for Corporate Membership of the NIQS because I believe my experience justifies it, and because membership matters to me. Being admitted as a full member would not just be a recognition of what I have

done — it would be a commitment to continue doing this work at the highest possible professional standard. I respectfully invite the NIQS Registration Board to review this report and to assess my application on its merits.

– END OF PROFESSIONAL EXPERIENCE REPORT –

| NIQS Membership Application | March 2026