

MINUTES OF KEIYO SOUTH NATIONAL GOVERNMENT CONSTITUENCIES DEVELOPMENT FUND COMMITTEE MEETING HELD ON TUESDAY 21/09/2021 NG-CDF OFFICE HALL NYARU

Members present	Designation
1. Victor Kimaiyo	Chairman
2. Monicah Matetai	F.A.M
3. Purity Koima	Secretary
4. Wilson Kosgei	Member
5. Sarah Kibinge	Member
6. Salome Kiptum	Member
7. Michael Kimaiyo	Member

Absent with apology

1. Charles Wesonga	DCC
2. Jeremiah Chirchir	Member
3. Johnstone Chemweno	Member

Agenda

1. Preliminaries
2. Reading of previous minutes and matters arising
3. Proposals FY 2021/2022
4. Prequalification of suppliers and contractors
5. Approval of work plan
6. Utilization of funds in PMC accounts
7. Ngobisi primary school project
8. Marichor chief's office and Kipyator Secondary School

MIN 1/21/09/21: Preliminaries

The meeting started at 10.30am with a word of prayer from Sarah Kibinge after which the chair welcomed and briefed the members on the day's agenda. He also notified the members that he had apologies from Mr Chirchir and Mr. Chemweno.

MIN 2/21/09/21: Reading, confirmation of previous minutes and matters arising

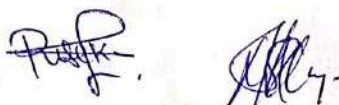
The secretary read through the previous minutes and were proposed to be a true record by Michael Maiyo and seconded by Wilson Kosgei.

Matters arising:

- The ward public participation was successful and minutes from each ward had been received.
- Opening of quotations had been completed and evaluation are ongoing
- Chepsirei TVC meeting was done on Friday 17/09/2021 and was successful
- A meeting with the Postal Corporation services had been held and the FAM is waiting their response.

MIN 3/21/09/21: Project Proposal FY 2021/2022 approvals

The FAM informed members that the ward report had been consolidated after public participation. Members made reference to ward reports submitted by each ward during public participation and visited the six wards to affirm their proposals. Each ward submitted their



proposals through minutes done by every ward. The committee adopted the ward project proposals.

On environment members resolved to allocate Kshs. 2,100,000.00 for the purchase of water tanks of 5000L, purchase and installation of gutters, tank fittings and the construction of tank bases to benefit various institutions as per their requests.

On sports, the committee after a long deliberation resolved to carry out constituency sports tournament and athletic championships where the winning teams will be awarded with trophies, balls and games kits.

The members further deliberated and approved the proposal as follows;

NATIONAL GOVERNMENT CONSTITUENCIES DEVELOPMENT FUND BOARD					
PROJECT GFS CODELIST FOR KEIYO SOUTH NATIONAL GOVERNMENT CONSTITUENCIES DEVELOPMENT FUND					
FINANCIAL YEAR 2021/2022					
ADMINISTRATION AND RECURRENT EXPENDITURE					
PROJECT NAME	ORIGINAL COST AMOUNT (KSHS)	CUMULATIVE ALLOCATION(KSHS)	PROJECT ACTIVITY	AMOUNT (KSHS)	STATUS
Employees' Salaries	2,864,780.00	-	Payment of salaries for 8 staffs	2,864,780.00	New
Employees' Gratuity	614,076.00	-	Payment of Gratuity for 8 staffs	614,076.00	New
NSSF	69,120.00	-	Payment of NSSF Deductions	69,120.00	New
NHIF	79,800.00	-	Payment of NHIF Deductions	79,800.00	New
Goods & Services	2,247,546.74	-	Purchase fuel, lubricants & insurance, service office vehicle as well as stationery and other office running expenses	2,247,546.74	New
Committee Expenses	2,200,000.00	-	Payment of Committee sitting allowances, conferences, travel allowances	2,200,000.00	New
NG-CDF Office	150,000.00	-	Renovation of four door pit latrine to completion (tiling and painting)	150,000.00	New
MONITORING AND EVALUTION					
Goods and Services	912,666.37	-	Purchase of airtime, field notebooks, purchase of fuel, repairs and maintenance,	912,666.37	New

			stationery, airtime, travel allowance and subsistence		
Committee Expenses	2,000,000.00	-	Payment of Committee sitting allowances, transport, conferences	2,000,000.00	New
NG-CDF/NG-CDFC/PMC	1,200,000.00	-	Undertake Training of the PMCs/CDFCs on NG-CDF Related issues	1,200,000.00	New
EMERGENCY					
Emergency	7,192,207.00	-	To cater for any unforeseen occurrences/ calamities in the constituency during the financial year	7,192,207.00	New
BURSARY					
Bursary - Secondary Schools	20,043,108.54	-	Payment of bursary to needy students	20,043,108.54	New
Bursary-Tertiary Institutions	15,000,000.00	-	Payment of bursary to needy students	15,000,000.00	New
Bursary Special Schools	500,000.00	-	Payment of bursary to needy students with special needs	500,000.00	New
PRIMARY SCHOOL					
Kapngetik Primary School & Special Unit for M.H	1,150,000.00	-	Construction of 1no classrooms to completion @ Kshs. 1,000,000 and purchase of 20No. chairs @ Kshs. 50,000, 4No. tables @ Kshs 40,000 and 2No. desks for teacher with side drawers and chairs @ Kshs. 40,000 and 1No. bookshelf @ Kshs. 20,000	1,150,000.00	New
Kipsaina Integrated Primary School	1,000,000.00	-	Construction of septic tank with a manhole connecting to ablution block and Installation of	1,000,000.00	New




			2000litres water tank		
Chemwabul Primary School	1,150,000.00	-	Construction of 1no classrooms to completion at Kshs. 1,000,000 and Purchase of 40 desks at Kshs.150,000	1,150,000.00	New
Kaptilol Primary School	650,000.00	-	Renovation of office block (replacement of roof and ceiling of 2 offices to completion at Kshs. 400,000 and reinforcement of classroom block walls by installation of four pillars) to completion @ Kshs. 250,000	650,000.00	New
Chebior Primary School	350,000.00	-	Construction of 3.door pit latrine to completion with one of the doors being accessible to PLWDs	350,000.00	New
Sabor Primary School	1,150,000.00	-	Construction of 1no classrooms to completion at Kshs. 1,000,000 and Purchase of 40 desks at Kshs.150,000	1,150,000.00	New
Matungen Primary School	1,200,000.00	-	Renovation of 5 no. classrooms to completion (floor tiling and painting)	1,200,000.00	New
Kiebor Primary School	300,000.00	-	Purchase of 80 NO. desks	300,000.00	New
Simotwo Primary School	700,000.00	-	Renovation of six classrooms to completion (floor tiling and fixing of louver blades and glass)	700,000.00	New
Kipkabus Down Primary School	550,000.00	-	Construction of 5.door pit latrine to completion with one of the doors being accessible to PLWDs	550,000.00	New
Chepkosom Primary School	550,000.00	-	Construction of 5.door pit latrine to completion with one of the doors being	550,000.00	New

			accessible to PLWDs		
Tulwobei Primary School	550,000.00	-	Construction of 5.door pit latrine to completion with one of the doors being accessible to PLWDs	550,000.00	New
Tambul Primary School	550,000.00	-	Construction of 5.door pit latrine to completion with one of the doors being accessible to PLWDs	550,000.00	New
Kimwogo Primary School	300,000.00	-	Wiring of 4.no.classrooms to completion	300,000.00	New
St. Mary's Primary School -Kipiriria	350,000.00	-	Construction of 3.door pit latrine to completion with one of the doors being accessible to PLWDs	350,000.00	New
Loboen Primary School	350,000.00	-	Construction of 3.door pit latrine to completion with one of the doors being accessible to PLWDs	350,000.00	New
Kibonge Primary School	1,150,000.00	-	Construction of 1no classrooms to completion at Kshs. 1,000,000 and Purchase of 40 desks at Kshs.150,000	1,150,000.00	New
Kipsaos Primary School	3,000,000.00	-	Construction of Administration block to completion (6No. Offices i.e Head teacher's, Deputy Head teacher's, Accounts office, Secretary's office, Senior teacher office and Staffroom @ Kshs. 2,550,000) and equipping with furniture @ Kshs.450,000 (21 No. Tables with one side drawer @ Kshs. 315,000, 21 No.	3,000,000.00	New




			chairs without armrest @ Kshs.105,000 table and chair for Head teachers @ Kshs. 30,000)		
Tugumoi Primary School	2,200,000.00	-	Construction of 2no classrooms to completion at Kshs. 2,000,000 and purchase of 40.NO.desks at Kshs.200,000	2,200,000.00	New
Kapchorwa Primary School	2,300,000.00	-	Construction of 2no classrooms to completion at Kshs. 2,000,000 and purchase of 80.NO.desks at Kshs.300,000	2,300,000.00	New
Ngobisi Primary School	1,150,000.00	-	Construction of 1no classrooms to completion at Kshs. 1,000,000 and Purchase of 40 desks at Kshs.150,000	1,150,000.00	New
Kowochii Primary School	1,150,000.00	-	Construction of 1no classrooms to completion at Kshs. 1,000,000 and Purchase of 40 desks at Kshs.150,000	1,150,000.00	New
Chop Primary School	350,000.00	-	Construction of 3.door pit latrine to completion with one of the doors being accessible to PLWDs	350,000.00	New
Sesia Primary School	350,000.00	-	Construction of 3.door pit latrine to completion with one of the doors being accessible to PLWDs	350,000.00	New
Atebei Adventist Primary School-Tarakwane	1,150,000.00	-	Construction of 1no classrooms to completion at Kshs. 1,000,000 and Purchase of 40 desks at Kshs.150,000	1,150,000.00	New

Surmoo Primary School	1,550,000.00	-	Construction of 1 no. classroom to completion at Ksh. 1,400,000 and purchase of 40 desks @ Kshs.150,000	1,550,000.00	New
Kibargoi Primary School	3,060,000.00	-	Construction of 3 No. classrooms to completion	3,060,000.00	New
Kewanee Primary School	1,500,000.00	-	Construction of 1 No classroom to completion at Kshs. 1,300,000 and purchase of 57 desk at Kshs. 200,000	1,500,000.00	New
Menone Primary School	590,000.00	-	Purchase of 15 no. double decker steel beds@Kshs.240,000 and renovation of 3 No. classroom to completion (floor tiling)@Kshs.350,000	590,000.00	New
Kapkut Primary School	700,000.00	-	Completion of one classroom initiated by parents(roofing, plastering, flooring, windows, verandah, fixing of ceiling, electrical works and painting)	700,000.00	New
Kapsiekwa Primary School	300,000.00	-	Purchase of land 0.5acres for extension of school compound	300,000.00	New
Chepketeret Primary School	1,150,000.00	-	Construction of 1no classrooms to completion at Kshs. 1,000,000 and Purchase of 40 desks atKshs.150,000	1,150,000.00	New
Kocholwo Primary School	1,150,000.00	-	Construction of 1no classrooms to completion at Kshs. 1,000,000 and Purchase of 40 desks at Kshs.150,000	1,150,000.00	New
Kipkanao Primary School	1,350,000.00	850,000.00	Completion of one classroom(fixing of doors, windows, plastering, wiring and painting)	500,000.00	Ongoing

Ketigoi Primary School	550,000.00	-	Construction of 5.door pit latrine to completion with one of the doors being accessible to PLWDs	550,000.00	New
SECONDARY SCHOOL					
Kapletingi Secondary School	1,700,000.00	-	Construction of 6 door toilet and Bio digester, soak pit and plumbing works(piping) to completion with one of the doors being accessible to PLWDs	1,700,000.00	New
St. Joseph Kipsaina Secondary School	3,800,000.00	-	Construction of a dormitory with a capacity of 80 students to completion	3,800,000.00	New
Kaptagat Girls Secondary School	2,400,000.00	-	Construction of 2no classrooms to completion at Kshs. 2,000,000 and purchase of 80.NO.lockers and chairs at Kshs.400,000	2,400,000.00	New
Kiptulos Secondary School	1,500,000.00	-	Construction of 1.no classroom to completion at Kshs. 1,000,000 and purchase of 40 lockers and chairs at Kshs.200,000 and Equipping of the administration block with furnitures (10 set of table and chair without armrest @ Kshs. 180,000, 2 executive tables and chair with high back @ Kshs. 120,000)	1,500,000.00	New
Kapchebelel Secondary School	1,200,000.00	-	Construction of 1.no classroom to completion at Kshs. 1,000,000 and purchase of 40 lockers and chairs at Ksh.200,000	1,200,000.00	New

Ketigoi Secondary School	1,200,000.00	-	Construction of 1.no classroom to completion at Kshs. 1,000,000 and purchase of 40 desks @ Kshs. 200,000	1,200,000.00	New
Kapkitony Secondary School	1,200,000.00	-	Construction of 1.no classroom to completion at Kshs. 1,000,000 and purchase of 40 desks @ Kshs. 200,000	1,200,000.00	New
Kapsowek Secondary School	1,200,000.00	-	Construction of 1.no classroom to completion at Kshs. 1,000,000 and purchase of 40 desks @ Kshs. 200,000	1,200,000.00	New
Kombatich Secondary School	2,700,000.00	-	Construction of Dinning hall with a capacity of 100 students to completion	2,700,000.00	New
Kasar Mixed Day Secondary School	2,400,000.00	-	Construction of 2no classrooms to completion at Kshs. 2,000,000 and purchase of 80.NO.lockers and chairs at Kshs.400,000	2,400,000.00	New
Teber St.Benedict Secondary School	450,000.00	-	Construction of 4 door pit latrine to completion with one of the doors being accessible to PLWDs	450,000.00	New
Koimur Mixed Day Secondary School	2,750,000.00	-	Construction of 2.no classroom to completion at Kshs. 2,000,000 and purchase of 80 lockers and chairs at Kshs. 400,000 and Construction of 3.door pit latrine to completion at 350,000 with one of the doors being accessible to PLWDs	2,750,000.00	New

Kalwal Mixed Day Secondary School	2,750,000.00	-	Construction of 2.no classroom to completion at Kshs. 2,000,000 and purchase of 40 lockers and chairs at Kshs.200,000 and Construction of 3.door pit latrine to completion at Kshs. 350,000 with one of the doors being accessible to PLWDs	2,750,000.00	New
Daniel Avendist Secondary School-Kaptubei	2,800,000.00	-	Construction of Library to completion with a capacity of 50 students	2,800,000.00	New
Chepsigot Secondary School	7,520,000.00	-	Purchase of 45-52 seater school bus (one off payment exclusive of insurance)	7,520,000.00	New
Rokocho Secondary School	450,000.00	-	Construction of 4 door pit latrine to completion with one of the doors being accessible to PLWDs	450,000.00	New
SECURITY					
Keiyo South Sub-County Deputy County Commissioner's Residence	900,000.00	-	Renovation of the Deputy County Commissioner's residence of three bedrooms, bathroom, kitchen and sitting room to completion (roofing works, plumbing works and painting	900,000.00	New
Kipsaina Ass.Chief's Office	1,600,000.00	-	Construction of 3.rooms Ass.chief's office to completion at Kshs. 1,250,000 and Construction of 2 door pit latrine to completion at Kshs. 250,000 with one of the doors being accessible to PLWDs	1,600,000.00	New

Kiptulos Ass.Chief's Office	1,600,000.00	-	Construction of 3.rooms Ass.chief's office to completion at Kshs. 1,250,000 and Construction of 3 door pit latrine to completion at Kshs. 250,000 with one of the doors being accessible to PLWDs	1,600,000.00	New
Epke Chiefs Office	400,000.00	-	Renovation of chiefs office to completion(floor tiling and installation of cabinets)	400,000.00	New
Kapsogom Assistant Chiefs Office	350,000.00	-	Construction of 3 No. door pit latrine with one of the doors being accessible to PLWDs	350,000.00	New
OTHERS					
Keiyo South Sub-County Education Office	3,500,000.00	-	Construction of sub-county education office to completion (SCDE office, Education office, Quality Assurance office and Registry /Reception front office @ Kshs. 3,200,000) and equipping with furniture @ Kshs.300,000 (7No. Tables and chairs i.e tables with two side drawers and chairs with armrest @kshs.280,000 and 4No. Visitors chairs without armrest @Kshs.20,000)	3,500,000.00	New
Kocholwo Zone Curriculum Support Office (CSO)	200,000.00	-	Renovation of 3No. Offices wiring, fixing of steel windows and doors and painting to completion	200,000.00	New
SPORTS					

Sports	1,045,574.35	-	To carry out constituency sports tournament and athletic championships the winning teams to be awarded with trophies, balls and games kits	1,045,574.35	New
ENVIRONMENT					
Environment	1,700,000.00	-	Purchase and installation of 5000l pvc water tanks at Kshs.100,000 (Purchase of 5,000 litres tank at Kshs.40,000 each, purchase and installation of gutters and other fittings such as tank connectors and tap at Kshs. 40,000 and construction of tank base Kshs. 20,000 for each of the following Institutions; 1.Keiyo South subcounty DCC's Office 2. Sabor Primary School 3. Chepsamo Secondary School 4. Kibargoi Primary School 5. Kapnetik Primary School & Special Unit for M.H 6. Turesia Day Secondary School 7. Kamelil Primary School 8. Loboan Primary School 9. Kapchebutuk	1,700,000.00	New

			Secondary School 10. Kombatich Secondary School 11. Kapchorwa Primary School 12. Kalwal Mixed Day Secondary School 13. Koimur Hill Day Mixed Secondary School 14. Toror Primary School 15. Biwott Mixed Day Secondary School 16. Chepsirei Primary School 17. St. Mary's Primary School - Kipiriria		
TOTAL				137,088,879.00	

MIN 4/21/09/21: Prequalification of suppliers and contractors

The FAM informed the members that the office had received requests for prequalification. Since the last prequalification was done in February 2021, the committee agreed that the procurement team to plan and do another prequalification exercise soon.

MIN 5/21/09/21: Approval of work plan

The FAM presented the work plan to the committee. This was unanimously approved

MIN 6/21/09/21: Utilization of funds in PMC Accounts

The FAM reported that the office had received a request from Kimwarer primary school requesting to utilize 114,000 in the NGCDF Account to purchase desks. The committee approved the purchase of 30 desks using the amount.

Given that many projects have unutilized funds in their accounts, the members agreed that a follow up be made on the same.

MIN 7/21/09/21: Ngobisi Primary School Project

The chair informed members that the mentioned project collapsed while under construction. A report from the public works officer had been received and the committee agreed that the PMC and the contractor be invited on the 30/09/21 for a meeting in the office to deliberate the way forward.

MIN 8/21/09/21: Marichor Chiefs office and Kipyator Secondary School

The FAM informed the committee that the offices are in receipt of letters from Kim Lamuran Holdings Limited requesting for site handing over. Since the said works are incomplete,

members decided that the contractor be contacted for him to make it clear if he will complete the works or will hand over at the current status.

There being no other business the meeting ended that 12.23pm

Minutes written by;

Secretary..... Purity Koima Sign [Signature] Date... 21/09/2021

Confirmed by;

Chairman VICTOR KIKANYO Sign [Signature] Date... 21/09/2021

Fund Manager Monica Matetai Sign [Signature] Date... 21/9/2021