

MINUTES OF MUMIAS WEST NGCDFC MEETING HELD ON 30TH OCTOBER, 2019 AT
MUMIAS WEST NGCDF BOARDROOM

Members Present

<u>Name</u>	<u>Designation</u>
1. Iddi Abbas Keya	Chairperson
2. Hawa S. Mumia	Secretary
3. Hassan Emwana Makongolo	Member
4. Rukia Matseshe Mukoya	Member
5. Samuel Isaac Kombe	Member
6. Nancy Aoko Otieno	Member
7. Brenda Mung'oma Kulula	Member
8. Aaron Omaset	Assistant County Commissioner
9. Winston A. Lihanda	Fund Account Manager

Agenda

1. Preliminaries
2. Reading & confirmation of previous minutes
3. Matters arising
4. Approval of Project Proposals - 2019/2020 F/Y
5. A.O.B

MIN 1 MMSW NG CDFC/30/10/2019: PRELIMINARIES.

The Chairperson called the meeting to order at 1100hrs with an opening prayer led by Hawa S. Mumia.

The Chairperson went ahead and welcomed members present, thanking each one of them for taking time to attend the meeting.

MIN 2 MMSW NG CDFC/30/10/2019: CONFIRMATION OF PREVIOUS MINUTES.

The Secretary took the committee through the minutes of previous meeting which were proposed by Hassan Emwana Makongolo and seconded by Rukia Matseshe Mukoya and was later adopted as a true record of the previous proceedings.

MIN 3 MMSW NG CDFC/30/10/2019: MATTERS ARISING.

It was noted that there were no matters arising.

Chairperson: Iddi Abbas Keya

Date: 30/10/2019

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Secretary: Hawa S. Mumia

Date: 30/10/2019

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MIN 4 MMSW NG CDFC/30/10/2019: APPROVAL OF PROJECT PROPOSALS - 2019/2020 F/Y

The FAM tabled the NG CDF Board Circular Ref. NG-CDF BOARD/CIRCULAR /Vol. II (014) dated 24th September, 2019 that outlined requirements for preparation and online submission of project proposals for NG CDF Board approval.

It was noted that Mumias West Constituency had been allocated Kes. 137,367,724.14 in 2019/20 financial year.

The secretary further tabled the ward consultative report, project implementation status report, ongoing projects report & strategic plan that were adopted by the committee.

It was noted that there was need to purchase (2) motor cycles *Yamaha YBR 125G (China App. By Japan)* with an engine capacity of 125 cc on a one off payment (cash basis) to enhance security surveillance for police officers in Bungasi Police Post & Otiato Police Post.

It was further noted that there was need to purchase (2) 54 seater school buses *Isuzu FRR90N Japan* on a one off payment (cash basis) for Lureko Secondary School & Buchifi Secondary School.

The chairman informed members present of the need to complete the final payment of the purchase of the 51 seater school bus *Isuzu FRR33L* for St. Romano's Secondary School co funded by NG CDF & BOG. The initial capital cost was Kes. 4,685,000.

It was noted that NG CDF had disbursed a total of Kes. 2,000,000 to date with the BOG disbursing Kes. 3,758,976. The chairman further informed members present that there was need to allocate the final payment of Kes. 916,000 towards the completion of the purchase 51 seater school bus an amount that excluded any interests on the initial capital cost in the asset financing arrangement that the BOG were to cater for in line with the NG CDF Board policy.

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The FAM informed the members present of the NG CDF Board directive to have a standard classroom costed not more than Kes. 1,000,000. The chairman informed members that the estimated costs of the projects have always been guided by the sub county public works officer and there was a precedent of previous cost estimates for the construction of (1) classroom at Kes. 1,150,000. It was unanimously agreed upon that the bill of quantities for the construction of classrooms be forwarded together with project proposals to the NG CDF Board for approval and subsequent funding.

The FAM brought to the attention of the members the list of projects that the committee had committed to consider for funding in this financial year's budget.

S/NO	PROJECT NAME	PROJECT ACTIVITY	AMOUNT	REMARKS
1)	Musanda Police Station	Completion of construction of (3) offices, armory, male cell, female cell - fittings & finishes - Kes. 2,150,000, Construction of a gate - Kes. 200,000, Construction of barbed wire & angle bars fence for 0.5 acre - Kes. 100,000 in the current year.	2,450,000	Extensive consultations done & concluded. The project has been proposed for funding in this year's budget.
2)	Khungema AP Camp	Completion of construction of (6) staff houses - roofing, finishes & fittings in the current year.	2,200,000	Extensive consultations done & concluded. The project has been proposed for funding in this year's budget.
3)	Eshihaka AP Camp	Completion of construction of (3) offices - roofing, fittings & finishes - Kes. 2,700,000, construction of a (6) door pit latrine - Kes. 500,000 in the current year.	3,200,000	Extensive consultations done & concluded. The project has been proposed for funding in this financial year's budget.
4)	St. Romano's Secondary School	Final payment for purchase of school bus - 51 Seater (co - funded by BOM) - Kes. 916,000 in the current year.	916,000	The project has been proposed for funding in this financial year's budget.
5)	Eshikalame Secondary School	Final payment for purchase of school bus - 51 Seater (co - funded by BOM)	0	The project is complete & in use and as such has not been proposed for funding in this financial year's budget.

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S/NO	PROJECT NAME	PROJECT ACTIVITY	AMOUNT	REMARKS
6)	ACK Milimani Girls Secondary School	Completion of construction of dining hall	0	The project was started by the school BOM in 2011 & has remained stalled to date that has seen it exposed to harsh weather conditions making the structure seemingly unstable. This has led to an estimated cost for completion of the project at Kes. 9,840,188. Mumias West NG CDFC has never funded the project and as such will not consider funding it in this financial year's budget owing to the numerous other project needs cutting across the constituency as a result of collapsed toilets, insufficient classrooms, inhabitable classrooms, incomplete security projects etc
7)	Constituency Innovation Hub	Procuring of systems & services comprising of satellite antenna, router, digital ruggedized tablets, Wi-Fi with outdoor wireless devise with 12U cabinet complete with installation accessories for (1) site at Musanda administration office in partnership with Ministry of ICT through Telkom Kenya in the current year.	1,169,257	The NG CDFC has secured an office space for (1) site in Musanda. The project has been proposed for funding in this year's budget.

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After a lengthy discussion it was unanimously agreed upon that the following projects be forwarded to the NG CDF Board for consideration, approval and subsequent funding.

S/NO	SECTOR	AMOUNT		PROJECT NAME	PROJECT ACTIVITY	AMOUNT ALLOCATED	CURR STA'
1	ADMINISTRATION & RECURRENT	8,242,062.62	1	Employees Salaries	Payment of NG CDFC staff salaries and gratuity.	3,500,000	1
			2	Goods and Services	Developing/reviewing of service charter, advertisements, publications & public awareness, office utility bills, office rental expenses, stationery, motor vehicle operating costs, legal services, website operation costs, asset tagging, risk management, comprehensive insurance for motor vehicles, postage expenses, travelling & accommodation.	2,544,062.62	1
			3	NG CDF Office Equipment	Supply & delivery of photocopier (Kyocera ECOSYS M4125idn) - Kes. 300,000, (3) computers (Core i7, 512ssd, 8 GB RAM, 2.9cpu - Kes. 200,000, installation of CCTV surveillance system - 3 cameras - Kes. 150,000, installation of air conditioning system - Kes. 100,000 in the current year.	750,000	1
			4	N.S.S.F	Payment of N.S.S.F deductions.	150,000	1
			5	N.H.I.F	Payment of N.H.I.F deductions.	70,000	1
			6	Committee Expenses	Payment of committee sitting allowances.	1,228,000	1

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S/NO	SECTOR	AMOUNT		PROJECT NAME	PROJECT ACTIVITY	AMOUNT ALLOCATED	CUR ST
2	MONITORING, EVALUATION & CAPACITY BUILDING	4,121,031	1	Goods and Services	Purchase of fuel, printing, stationery, airtime, travel and subsistence.	2,121,031	
			2	Committee Expenses	Payment of committee monitoring & evaluation allowances.	1,000,000	
			3	Capacity Building	Capacity building of NG CDFC, COC, PMC, relevant government agencies, NG CDFC staff & development partners on NG CDF related issues.	1,000,000	
3	EDUCATION BURSARY	20,000,000	1	Bursary Secondary School	Provision of bursary awards to needy students in secondary & special education institutions.	10,000,000	
			2	Bursary Tertiary Institutions	Provision of bursary awards to needy students in tertiary institutions.	10,000,000	
4	PRIMARY SCHOOL PROJECTS	47,150,000	1	Elukala Primary School	Completion of (1) classroom - fittings & finishes - Kes. 200,000 in the current year (Project started in 17-18 FY).	200,000	On
			2	Buriya Primary School	Construction of (3) classrooms to completion - Kes. 3,000,000, provision of 75 desks - Kes. 300,000, construction of a (6) door pit latrine - Kes. 500,000 in the current year.	3,800,000	
			3	Iranda Primary School	Construction of a gate to completion - Kes. 200,000, barbed wire & angle bars fence for a 2 acre land to completion - 300,000, construction of (1) 6 - door pit latrine to completion - Kes.	1,000,000	

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S/NO	SECTOR	AMOUNT		PROJECT NAME	PROJECT ACTIVITY	AMOUNT ALLOCATED	CURR STA'
					500,000 in the current year.		
			4	Township Primary School	Construction of (3) classrooms to completion - Kes. 3,000,000, provision of 75 desks - Kes. 300,000 in the current year.	3,300,000	↑
			5	Ekambara Primary School	Construction of a gate to completion - Kes. 200,000, Construction of barbed wire & angle bars fence for 2 acre land to completion - Kes. 300,000, provision of (125) desks - Kes. 500,000 in the current year.	1,000,000	↑
			6	Matawa Primary School	Renovation of (9) classrooms to completion - Replacement of roof, repair of floor, repair of wall, fittings & finishes - Kes. 4,500,000, provision of (125) desks - Kes. 500,000 in the current year.	5,000,000	↑
			7	Shibale Primary School	Construction of a gate to completion - Kes. 200,000, Construction of barbed wire & angle bars fence for 2 acre land to completion - Kes. 300,000, provision of (125) desks - Kes. 500,000 in the current year.	1,000,000	↑

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S/NO	SECTOR	AMOUNT		PROJECT NAME	PROJECT ACTIVITY	AMOUNT ALLOCATED	CUR ST
			8	Lukoye Primary School	Construction of (1) classroom to completion - Kes. 1,000,000, provision of (50) desks - Kes. 200,000 in the current year.	1,200,000	
			9	Bumia Primary School	Renovation of (4) classrooms to completion - replacement of roof, repair of floor, repair of wall, fittings & finishes - Kes. 2,000,000, completion of renovation of (3) classrooms - fittings & finishes - Kes. 200,000, provision of (75) desks - Kes. 300,000 in the current year.	2,500,000	
			10	Emulembwa Primary School	Construction of (3) classrooms to completion - Kes. 3,000,000, provision of (125) desks - Kes. 500,000, Construction of a gate to completion - Kes. 200,000, barbed wire & angle bars fence for a 2 acre land - 300,000, construction of (1) 6 - door pit latrine to completion - Kes. 500,000, completion of construction of (2) classrooms - finishes - Kes. 100,000 in the current year.	4,600,000	

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S/NO	SECTOR	AMOUNT		PROJECT NAME	PROJECT ACTIVITY	AMOUNT ALLOCATED	CURR STA
			11	Musanda Primary School	Construction of (1) classroom to completion - Kes. 1,000,000, provision of 25 desks - Kes.100,000, completion of construction of (3) classrooms - plastering, fittings & finishes - Kes. 700,000(project started in18/19) FY.	1,800,000	T
			12	Eshibina Primary School	Construction of (1) classroom to completion - Kes. 1,000,000, Construction of a gate to completion - Kes.200,000 provision of (75) desks - Kes. 300,000, Construction of barbed wire & wooden posts fence for 1.0 acre land - Kes. 250,000.	1,750,000	T
			13	Ebuchirinya Primary School	Construction of (1) 6 - door pit latrine to completion - Kes. 500,000, purchase of 1 - acre land - Kes. 500,000 in the current year.	1,000,000	T
			14	Ebuyeshera Primary School	Construction of (1) classroom to completion - Kes.1,000,000, provision of (50) desks - Kes.200,000 in the current year.	1,200,000	T
			15	Ebuchitu Primary School	Purchase of land - 2 acres - Kes. 500,000, Construction of barbed wire & angle bars fence for 2 acres to completion - 300,000 in the current year.	800,000	T

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S/NO	SECTOR	AMOUNT		PROJECT NAME	PROJECT ACTIVITY	AMOUNT ALLOCATED	CUR ST
			16	Ebubala Primary School	Construction of (1) classroom to completion - Kes.1,000,000, provision of (75) desks - Kes.300,000, rehabilitation of (3) classrooms to completion- repair of floors - Kes.150,000 in the current year.	1,450,000	
			17	Milimani Primary School	Construction of (2) classroom to completion - Kes. 2,000,000, completion of construction of (2) classrooms - plastering, fittings, painting & finishes - Kes. 500,000(project started in 18/19 FY), provision of (25) desks - Kes.100,000, construction of (1) 6 - door pit latrine - Kes. 500,000 in the current year	3,100,000	
			18	Ebumanyi Primary School	Construction of (1) classroom to completion - Kes.1,000,000, provision of 75 desks - Kes.300,000, completion of construction of gate - finishes - Kes.50,000, completion of construction of (1) 4 - door pit latrine - fittings & finishes - Kes.150,000 in the current year.	1,500,000	
			19	Mumias Deaf Primary School	Completion of construction of a storey administration block (staffroom, head teachers office, deputy head teacher, w/c toilet, secretary office, accounts office, waiting bay, (6) classrooms - 1 st floor walling, casting of 2 nd	2,500,000	On

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S/NO	SECTOR	AMOUNT		PROJECT NAME	PROJECT ACTIVITY	AMOUNT ALLOCATED	CURR. STA
					floor columns, 2 nd floor walling, fittings, roofing in the current year (Project started in 13-14 FY).		
			20	Lusheya Primary School	Provision of (12) desks in the current year.	50,000	1
			21	Ebuyenjere Primary School	Provision of (62) desks in the current year.	250,000	1
			22	Eshikalame Primary School	Provision of (50) desks - Kes. 200,000 completion of construction of (2) classrooms to completion - fittings & finishes - Kes. 300,000 in the current year (Project started in 16-17 FY).	500,000	Ongc
			23	Emukhuwa Primary School	Renovation of (3) classrooms to completion - construction of verandah to completion - Kes. 150,000, provision of (75) desks - Kes. 300,000 in the current year.	450,000	1
			24	Emulaka Primary School	Provision of (75) desks in the current year.	300,000	1
			25	Nyapora Primary School	Construction of (1) 6 - door pit latrine to completion - Kes. 500,000 in the current year.	500,000	1
			26	Bumala Primary School	Construction of (1) 6 - door pit latrine to completion - Kes. 500,000 in the current year.	500,000	1

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S/NO	SECTOR	AMOUNT		PROJECT NAME	PROJECT ACTIVITY	AMOUNT ALLOCATED	CUR ST
			27	Buyundo Primary School	Construction of (1) classroom to completion - Kes.1,000,000, provision of (50) desks - Kes.200,000, Construction of barbed wire & wooden posts fence for 2 acre land - 300,000, construction of (1) 6 - door pit latrine - Kes.500,000 in the current year.	2,000,000	
			28	Butende Primary School	Construction of (1) 6 - door pit latrine to completion - Kes. 500,000 in the current year.	500,000	
			29	Iyabo Primary School	Renovation of (4) classrooms to completion - construction of verandah, repair of floors, repair of walls & finishes to completion in the current year.	650,000	
			30	Emaungu Primary School	Construction of (1) classroom to completion - Kes.1,000,000, provision of (75) desks - Kes.300,000, construction of (1) 6 - door pit latrine - Kes.500,000 in the current year.	1,800,000	
			31	Eshihaka Primary School	Completion of renovation of (2) classrooms to completion - repair of floors, repair of walls, fittings & finishes in the current year (Project started in 16-17 FY).	400,000	On

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S/NO	SECTOR	AMOUNT		PROJECT NAME	PROJECT ACTIVITY	AMOUNT ALLOCATED	CURRENT STATUS
5	SECONDARY SCHOOL PROJECTS	29,043,986	1	St. Romano's Matawa Secondary School	Final payment for purchase of school bus - 51 Seater (co-funded by BOM) - Kes. 916,000, provision of (14) lockers - Kes. 56,000 & (14) chairs - Kes. 28,000 in the current year (Project started in 15-16 FY).	1,000,000	Ongoing
			2	Lukongo Secondary School	Construction of a single laboratory (capacity - 50 students) to completion in the current year.	4,100,000	Completed
			3	Musanda Secondary School	Construction of (3) classrooms to completion - Kes. 3,000,000, provision of (75) lockers - Kes. 300,000 & (75) chairs - Kes. 150,000, construction of (1) 6 - door pit latrine to completion - Kes. 500,000, completion of renovation of (4) classrooms to completion - finishes - Kes. 250,000 in the current year.	4,200,000	Completed
			4	Ebubaka Secondary School	Construction of (1) 6 - door pit latrine to completion - Kes. 500,000 in the current year.	500,000	Completed
			5	Ingusi Secondary School	Completion of construction of (1) dormitory (capacity - 60 - double decked beds) - fittings & finishes - Kes. 1,300,000, provision of 60 - double decked beds - Kes. 960,000 in the current year	2,260,000	Ongoing

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S/NO	SECTOR	AMOUNT		PROJECT NAME	PROJECT ACTIVITY	AMOUNT ALLOCATED	CUR ST
					(Project started in 18-19 FY).		
			6	Buchifi Secondary School	Purchase of (1) 54 seater bus (<i>Isuzu FRR90N Japan</i>) - Kes. 7,452,250 in the current year.	7,452,250	
			7	Lureko Secondary School	Purchase of (1) 54 seater bus (<i>Isuzu FRR90N Japan</i>) - Kes. 7,452,250 in the current year.	7,452,250	
			8	Ichinga Muslim Secondary School	Provision of (40) lockers - Kes. 160,000 & (40) chairs - Kes. 80,000 in the current year.	240,000	
			9	St. Elizabeth Bumia Girls Secondary School	Provision of (40) lockers - Kes. 160,000 & (40) chairs - Kes. 80,000 in the current year.	240,000	
			10	Emukhuwa Girls Secondary School	Construction of (1) 6 - door pit latrine to completion - Kes. 500,000 in the current year.	500,000	
			11	Eshihaka Secondary School	Provision of (40) lockers - Kes. 160,000 & (40) chairs - Kes. 80,000 in the current year.	240,000	
			12	ACK Milimani Girls Secondary School	Completion of renovation of (2) classrooms - finishes & fittings in the current year (Project started in 16-17 FY).	250,000	On
			13	Ahong'injo Secondary School	Provision of (40) lockers - Kes. 160,000 & (40) chairs - Kes. 80,000 in the current year.	240,000	
			14	Butobe Secondary School	Purchase of land - 1 acre in the current year.	469,486	

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S/NO	SECTOR	AMOUNT		PROJECT NAME	PROJECT ACTIVITY	AMOUNT ALLOCATED	CURR STA'
6	SECURITY PROJECTS	14,496,014	1	Nyalenya AP Camp	Completion of construction of (6) staff houses - roofing, finishes & fittings - Kes. 2,000,000, construction of a (6) door pit latrine - Kes. 500,000, construction of a gate to completion - Kes. 100,000, construction of barbed wire & angle bars fence for 1 acre land to completion - Kes. 150,000 in the current year (Project started in 15-16 FY).	2,750,000	Ongc
			2	Bungasi Police Post	Supply & delivery of (1) motor cycle (<i>Yamaha YBR 125G</i>) engine capacity 125 CC in the current year.	290,257	T
			3	Otiato Police Post	Supply & delivery of (1) motor cycle (<i>Yamaha YBR 125G</i>) engine capacity 125 CC in the current year.	290,257	T
			4	Eshihaka AP Camp	Completion of construction of (3) offices - roofing, fittings & finishes - Kes. 2,700,000, construction of a (6) door pit latrine - Kes. 500,000 in the current year (Project started in 16-17 FY).	3,200,000	Ongc

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S/NO	SECTOR	AMOUNT		PROJECT NAME	PROJECT ACTIVITY	AMOUNT ALLOCATED	CUR ST. On
			5	Musanda Police Station	Completion of construction of (3) offices, armory, male cell, female cell - fittings & finishes - Kes. 2,465,500, construction of a gate - Kes. 200,000, construction of barbed wire & angle bars fence for 0.5 acre to completion - Kes. 100,000 in the current year (Project started in 13-14 FY).	2,765,500	On
			6	Khungema AP Camp	Completion of construction of (6) staff houses to completion - roofing, finishes & fittings in the current year (Project started in 15-16 FY).	2,200,000	On
			7	Musanda Divisional Office	Construction of a gate to completion - Kes. 200,000, construction of barbed wire & angle bars fence for 1 acre to completion - Kes. 200,000, construction of administration block (ACC office, secretary office, registration of person office, curriculum office & boardroom) to completion - Kes. 2,600,000 in the current year.	3,000,000	

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S/NO	SECTOR	AMOUNT		PROJECT NAME	PROJECT ACTIVITY	AMOUNT ALLOCATED	CURR STA
7	SPORTS ACTIVITIES	2,747,352	1	Sports Activities	Organizing of football & netball tournaments with participating teams being provided sports kits i.e. balls & uniforms in Mumias Central ward, Mumias North ward, Musanda ward, and Etenje ward @ Kes 686,838 in the current year.	2,747,352	1
8	ENVIRONMENTAL ACTIVITIES	1,449,780.14	1	Environmental Activities	Supply, delivery & installation of gutters & (1) 5,000 ltr capacity water tank - Kes. 110,000 and supply, delivery & planting of tree seedlings - Kes. 97,111.45 each for Eshisundusia Primary School, Ebubala Primary School, Ebumanyi Primary School, Emuberi Primary School, Emaungu Primary School, Bumala Primary School & Buriya Primary School in the current year.	1,449,780.14	1
9	EMERGENCY	7,198,241.38	1	Emergency	To cater for unforeseen emergencies in the current year.	7,198,241.38	1
10	NG CDF OFFICE	1,750,000	1	NG CDF Office	Construction of sentry box to completion - Kes. 450,000, construction of gate wall & pillars to completion - Kes.250,000, construction of a barbed wire, concrete posts & chain link (100 metres) fence to completion - Kes. 300,000, Refurbishment of NGCDF office block(Repair works to plumbing & sanitary	2,200,000	1

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S/NO	SECTOR	AMOUNT		PROJECT NAME	PROJECT ACTIVITY	AMOUNT ALLOCATED	CUR ST
					fittings, windows & door iron mongery, extensions to ablution-construct 4 door flush toilets, external drainage works and wiring for AC) -Kes. 1,200,000.		
11	CONSTITUENCY INNOVATION HUB	1,169,257	1	Constituency Innovation Hub	Procuring of systems & services comprising of satellite antenna, router, digital ruggedized tablets, Wi-Fi with outdoor wireless devise with 12U cabinet complete with installation accessories for (1) site at Musanda administration office in partnership with Ministry of ICT through Telkom Kenya in the current year.	1,169,257	
	TOTAL					<u>137,367,724.14</u>	

MIN 5 MMSW NG CD/30/10/2019: A.O.B

There being no other business the meeting was adjourned at 1600hrs with a word of closing prayer from Hassan Emwana Makongolo.

Chairperson: Iddi Abbas Keya

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