

**TONGAREN NATIONAL GOVERNMENT CONSTITUENCY DEVELOPMENT FUND  
P.O. BOX 214-50211 NAITIRI**

**MINUTES OF NG-CDFC MEETING HELD ON 16<sup>TH</sup> DECEMBER, 2021 AT NG-CDF**

**BOARD ROOM MUKUYUNI**

**MEMBERS PRESENT**

1. Maurice Changalwa-----Chairman
2. Christopher Simiyu-----Secretary
3. Alfred Makau-----DCC
4. Paul Adome-----FAM
5. Andrew Muhanji-----Member
6. Japheth Wanyonyi-----Member
7. David Juma-----Member
8. Priscilla Ccheret-----Member
9. Carolyne Etebe-----Member
10. Jackyline Mutoro-----Member

**IN ATTENDANCE**

1. Abiud Walumbe-----Clerk of Works

**AGENDA**

1. Preliminaries
2. Reading and confirmation of previous minutes and matters arising
3. Reports on on-going projects
4. Receipts from the board
5. Sorting and vetting of bursary for contuing students
6. Re-submission of Project 2021/22 FY: KMTC-Tongaren
7. Purchase of School Buses
8. Transfers to PMC account
9. Approved payments
10. Any other Business

**MIN: NG-CDFC/TONG/73/12/2021: PRELIMINARIES**

The meeting started at 11:17am with a prayer from Priscilla Cheret.

The chairman welcomed the members to the meeting and told them to be free to share any informations.

The FAM said they attended a training with the chairman and the National Sub-County Accountant in Eldoret on Vote book management information system and

signing of performance contracts for the year FY 2021-2022. He said the KMTC-Tongaren Campus should be operational by March 2022.

The DCC said the covid-19 blew up by 10% when the country opened up. The new variant called Omicron spreads very fast and advised members to be careful. He said we should be vigilant and help others.

**MIN: NG-CDFC/TONG/74/12/2021: READING AND CONFIRMATION OF PREVIOUS MINUTES AND MATTERS ARISING.**

The Chairman asked the secretary to read the previous minutes .This was proposed by Andrew Muhanji and seconded by Carolyn Etebe as a true record.

**MATTERS ARISING:**

- The secretary to be facilitated to go to Bungoma to see the land valuer.
- CBC tendering was done and the evaluation and analysis is going on. The number of classrooms were reduced to one in those selected schools

**MIN:NG-CDFC/TON/75/12/2021: REPORTS ON ON-GOING PROJECTS**

The following reports were given.

WARD	INSTITUTION	PROJECT	STATUS
1.Ndalu	Kiminini Secondary School	Twin lab	Ramps built
	Ndalu Primary School	Renovate classrooms	complete
	Muliro Primary School	Renovate classrooms	Flooring
	Tabani Primary School	Renovate classrooms	Not yet started
2.Naitiri/ Kabuyefwe	Lungai Secondary School	Twin lab	Walling
	St. Kizito Sirende Secondary School	Renovations of Twin lab	Not yet started
	Makhanga SA Primary School	Administration block	Not yet started
	Kewa Secondary School	Twin lab	Not yet started
	Nakoba Secondary School	Twin lab	Not yet started
3.Mbakalo	Nabiswa Secondary	Twin lab	At the roof



	School		
	Namawanga RGC Secondary School	Twin lab	Roofing
	Kibisi Secondary	Twin lab	At ring beam
4. Mitua/ Soysambu	Mitua Girls Secondary School	Twin lab	complete
	Nyange PAG Secondary School	Twin lab	Work in progress
	Sango PAG Primary	Land	Payment not complete
5. Milima	Milima primary	Renovate classrooms	On finishes
	Milima secondary School	Twin lab	Excavating foundation
	Milima chiefs office	Renovate office	complete
	Mukuyu police station	Office	On finishes
	Nabingenge AP camp	Offices	Some iron sheets to be replaced
6. Tongaren	Bishop Atundo Secondary School	Dining hall	On finishes
	Tongaren deb Primary School	Renovate classrooms	complete
	Kakamwe Primary School	Renovate classrooms	Complete
	Binyenya primary School	Renovate classrooms	Work in progress
	Milimani SA Secondary School	Twin lab	Roofing and ramps built
	St. Augustine Lukhuna School	Principals house	Not complete

It was observed that most of the completed projects had no signage. The contractors also complained that some items were missing on the BQ. The clerk of works was advised to be thorough with the BQs to avoid variations. The youth and people living with disability to be given contracts.

#### **MIN: NG-CDFC/TONG/76/12/2021: RECEIPTS FROM THE BOARD**

The FAM Informed members that we received Ksh. 44M from the board earlier and now we have received Ksh. 22M making a total of kshs 66M for the Financial Year 2021/2022.

**MIN: NG-CDFC/TONG/77/12/2021: SORTING/VETTING OF BURSARY FORMS FOR CONTINUING STUDENTS.**

There are some forms for university and KMTc first years which are still pending. Since the academic calendar for first term will begin on April 2022, this is when bursaries will be sorted, vetted and cheques issued.

**MIN: NG-CDFC/TONG/78/12/2021: RESUBMISSION OF PROJECTS 2021/22: KMTc TONGAREN**

The FAM informed the members that he received communication from the Board indicating that the proposed KMTc -Tongaren project which was allocated Kshs.9 million in the 2021/22 financial year for Erection and completion of ICT & library block to Ground floor (Phase I- Library, laboratory, 2 offices, 2 stores, 3 flush toilets for men, urinal and 1 toilet dedicated for PLWDs and 4 flush door toilets for ladies) is pending approval subject to NG-CDFC submitting certified cost estimates for the entire project and specifying capacity of the laboratory and library. After deliberations, the members unanimously resolved that the clarification be made as follows and the Bill of Quantities be submitted to the Board for:-

KMTc-Tongaren, Kshs.9,000,000- Construction of a block of 90 students capacity ICT laboratory and 90 students library with a storey foundation; Foundation, suspension of 1<sup>st</sup> floor slab, casting of shutters and plastering.

**MIN: NG-CDFC/TONG/79/12/2021: PURCHASE OF SCHOOL BUSES**

The committee agreed to purchase three buses (3) at a cost of kshs 28 million for the following schools;

1. Tongaren DEB Secondary School.....	Ksh. 9,762,300
2. Sirakaru Mixed SA Secondary School.....	Ksh. 9,762,300
3. Musembe Secondary School.....	<u>Ksh. 7,262,300</u>
<b>Total.....</b>	<b><u>Ksh. 26,786,900</u></b>



The two buses will be fully funded by Tongaren NG-CDF apart from for Musembe Secondary School which will be co-funded between the School and Tongaren NG-CDF. The school has Ksh. 2,500,000 (Two million five hundred thousand shillings only) in the account for the bus project. Isuzu company has been identified as the supplier since it had supplied previous buses.

#### **MIN: NG-CDFC/TONG/80/12/2021: TRANSFER TO PMC ACCOUNTS**

The committee decided to transfer funds to the on-going projects. But this will only be done if their accounts are exhausted and has no funds on it. These are:

1. Mitua Girls Secondary School.....Ksh. 1,400,000
2. Bishop Atundo Girls Secondary.....Ksh. 1,500,000
3. Milimani SA Secondary School.....Ksh. 1,200,000
4. Kiminini FYM Secondary School.....Ksh. 1,150,000
5. Nyange Secondary School.....Ksh. 2,500,000
6. Lungai Secondary School.....Ksh. 2,500,000
7. Nabiswa Secondary School.....Ksh. 2,500,000
8. Namawanga RGC Secondary School.....Ksh. 2,500,000

#### **MIN: NG-CDFC/TON/81/12/2021: APPROVED PAYMENT**

The committee approved the following payments

- Transfer to PMCs accounts.....Ksh. 20,000,000
- Purchase of 3 school buses.....Ksh. 26,786,900
- Wanda S & A ltd.....Ksh. 4,500,000
- Signage to Bunambo and KMTC-Tongaren.....Ksh. 50,000
- CDFC allowances.....Ksh. 57,000
- Monitoring and Evaluation of projects.....Ksh. 252,000
- Central Farmers Garage.....Ksh. 73,000
- Fire extinguishers.....Ksh. 30,000
- Suggestion box.....Ksh. 10,000
- Service charter for English & Swahili Vversions.....Ksh. 200,000
- Paint for Bunambo Sec School signage.....Ksh. 5,000
- Valuation of land for DR. Eseli Primary.....Ksh. 30,000
- Valuation of land for Mukuyuni Chief's office.....Ksh. 30,000

These was proposed by Japheth Wanyonyi and seconded by Andrew Muhanji.

MIN: NG-CDFC/TON/82/12/2021: ANY OTHER BUSINESS.

These are proposal requests

INSTUTION	PROJECT PROPOSAL	COST (Ksh.)
Tongaren Paravolley ball team	Tournament	1,095,800
Mfupi RC Pry	2 classrooms	1,107,600
Siumbwa RC Primary School	Renovations of classrooms	2,848,307
Buyanzi PEFA Primary School	2 classrooms	1,182,781.
Nyange DEB Primary School	2 classrooms & toilets	1,86,5775

1. Projects will be funded when money will be available
2. CDF uniforms will be Blue and White
3. Staff salary will be catered in July 2022
4. Honorarium for the committee will be given
5. The chairman gave the following brief:
  - In future experts will be called in our meetings to advise on HIV and drug abuse.
  - Present generation has gone astray due to laxity of parents
  - Be careful to the use of media
  - Our CDF office should have ramps, roof harvest, fire extinguisher, suggestion box, fire assembly and service charter,
  - The complains committee to be formed.

There being no other business the meeting ended at 2:39pm with a prayer from David Juma.

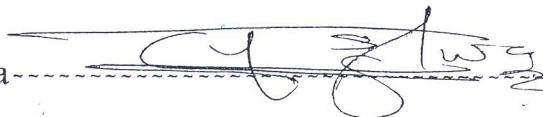
Christopher Simiyu  
Secretary



Date

21/12/2021

Maurice Changalwa  
Chairman



Date

21/12/2021

