

**Bobasi NG-CDFC  
MINUTES**

**September**

29th

**2023**

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Minutes of the NG-CDF Committee meeting held on 29<sup>th</sup> September 2023.



**NG-CDF**

National Government Constituencies Development Fund  
**Bobasi Constituency**  
**P.O Box 98 - 40203.**  
**Nyamache**  
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**MINUTES FOR THE BOBASI NG-CDFC MEETING HELD ON 29<sup>TH</sup> SEPTEMBER 2023 AT BOBASI, NG-CDFC BOARD ROOM AT 10.20 AM**

**MEMBERS PRESENT**

- |                             |   |           |
|-----------------------------|---|-----------|
| 1. Daniel J.O. Oreri        | - | F.A.M     |
| 2. Fred Monari Nyaberi      | - | Member    |
| 3. Samuel Karuru Mariaka    | - | Chairman  |
| 4. Esther Kwamboka Obai     | - | Secretary |
| 5. Mellen Bosibori Oirere   | - | Member    |
| 6. Naftal Kiriamithi Nyakee | - | Member    |
| 7. Julius Onsare Nyakambi   | - | Member    |
| 8. Beatrice Kwamboka Maturu | - | Member    |
| 9. Mathew Ondieki Temo      | - | Member    |

**IN ATTENDANCE**

1. Douglas Nyakundi – Constituency Office Manager

**AGENDA**

1. Preliminaries
2. Reading and Confirmation of previous minutes
3. Matters arising
4. Payment for supply of sports equipments
5. Constituency Strategic Plan
6. Constituency Service Charter Preparation
7. Resubmission of Constituency motor vehicle funds.
8. Adjournment/A.O.B



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#### MIN 1/29/09/2023: PRELIMINARIES

The meeting started at 10.30 a.m. with an opening prayer from Naftal Nyakee. Thereafter, the chairman welcomed all members and wished them productive deliberations.

#### MIN 2/29/09/2023 READING AND CONFIRMATION OF PREVIOUS MINUTES

The minutes of the previous meeting were read by the secretary and were proposed as true reflection of the previous deliberations by Mr. Mathew Ondieki and seconded by Mrs. Beatrice Maturu.

#### MIN 3/29/09/2023 MATTERS ARISING

There was no matters arising

#### MIN 4/29/09/2023 PAYMENT FOR SUPPLY OF SPORTS EQUIPMENTS

The FAM informed the committee that the procurement process for the supply of sports equipment's was complete and the contractor **Tiuma Agencies LTD** who was awarded the tender had supplied the items to the office thus ought to be paid. The committee then approved payment of KShs. 1,998,500 to the company. The FAM and chairman were tasked to expedite the process.

#### MIN 5/29/09/2023 CONSTITUENCY STRATEGIC PLAN

The chairman reported on the progress of preparation of constituency strategic plan. Following the completion of tender opening and award. Members approved the award of contract to **Kimstat Marketing Intelligence and Statistical Consultants**. The members directed the FAM to notify the contractor to start work immediately.

#### MIN 6/29/09/2023 CONSTITUENCY SERVICE CHARTER PREPARATION

The chairman tabled a matter on preparation of constituency service charter. The chairman informed members that the recently conducted and concluded PC signing held in Mombasa required all constituencies to have service charter both in English and Kiswahili. Members discussed at length and authorised the FAM to initiate the process of preparation.

#### MIN 7/29/09/2023 RESUBMISSION OF CONSTITUENCY MOTOR VEHICLE FUNDS

FAM informed the committee that constituency motor vehicle funds had conditionally been approved and kept aside as pending matters which needed to be addressed as fast. The members noted with a concern since they had earlier anticipated to dispose it and acquire a new vehicle but the Kisii County



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Chief Mechanical Engineer had stated that the condition of the vehicle was still fairly good and therefore cannot recommend for its disposal. Thus, the committee discussed into lengthy and mandated the FAM and Chairman expedite resubmission of the funds as follows;

- i. Kshs. 3,000,000 be allocated for Purchase of 200 double decker metallic beds for Rusinga Secondary School @ 15,000 per bed to furnish the newly constructed 400 student capacity dormitory in the school.
- ii. Kshs. 4,510,000 be allocated for the rehabilitation and refurbishment of the existing NG-CDF vehicle to make it more relevant with the NG-CDF Committee operations by doing the following:-
  - a) Extension of chassis
  - b) Replacement of body
  - c) Installation of seats and safety belts
  - d) Overall checks of the engine and accessories
  - e) Painting of the body and new tyres
  - f) Any other necessary works

**MIN 8/29/09/2023 ADJOURNMENT**

There being no any other business, the meeting adjourned at 12.30Pm with a closing prayer from Mrs. Mellen Oirere.

Signed:

Name: **Esther Kwamboka Obai**  
(Secretary)

Signature .....

Date **29/09/2023**

Name: **Samuel Karuru Mariaka**  
(Chairman)

Signature .....

Date **29/09/2023**

