



**NG-CDF**

**National Government Constituency Development Fund**  
**Kikuyu Constituency**  
**P. O. Box 167-00902, Kikuyu.**  
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**Website: [www.kikuyuconstituency.com](http://www.kikuyuconstituency.com)**

OUR REF: KIK/NGCDFB/01/16/07/2021

July 16, 2021

The Chief Executive Officer

National Government Constituency Development Board

Board Secretariat

P.O Box 46682-00100

Nairobi

Dear Sir/Madam,

**REF: SUBMISSION OF REQUEST TO RE-ALLOCATE FUNDS**

Please find attached copies of first, third and fourth schedules dully filled and signed for your necessary action.

**MIN: 11/01/07/2021** refers.

Yours Faithfully,



Elizabeth Waithira Kagira

Fund Account Manager

Kikuyu Constituency

National Government Constituencies Development Fund

FOURTH SCHEDULE (s. 30)

PROJECT DESCRIPTION FORM

CONSTITUENCY NO: 120 CONSTITUENCY NAME: KIKUYU FINANCIAL YEAR: 2020/2021

Project Number: 120/2630204

Project Title: **Primary Education Projects**

Sector: **Education**

Status of projects (tick one) New..... Extension..... On-going...√.....Rehabilitation .....

Brief statement on project status at time of submission

**Enhance better learning conditions in the Primary schools by improving the infrastructure**

Financial year 2019 1st July To 30<sup>th</sup> June 2020

Original Cost estimates, in **Kshs. 3,000,000** dated 1st July 2019

Amount allocated last financial year **Kshs.0**

Amount allocated this financial year **Kshs. 5,000,000.00**

| Project Name           | Project Code                      | Project Activity   | Amount Allocated |
|------------------------|-----------------------------------|--|------------------|
| Thogoto primary School | 4-022-120-2630204-104-2020/21-001 | Completion of 6 doors Admin block (roofing, plastering, tiling, ceiling) to completion | 500,000.00       |
|                        |                                   |  | 500,000          |

Person completing form: Name **Elizabeth Waithira Kagira** Position **Fund Account Manager**

Signature.....



National Government Constituencies Development Fund

FOURTH SCHEDULE (s. 30)

PROJECT DESCRIPTION FORM

CONSTITUENCY NO: 120 CONSTITUENCY NAME: KIKUYU FINANCIAL YEAR: 2020/2021

Project Number: 120/2630205

Project Title: Secondary Education Projects

Sector: Education

Status of projects (tick one) New..... Extension..... On-going........Rehabilitation .....

Brief statement on project status at time of submission

**Enhance better learning conditions in the Secondary schools by improving the infrastructure**

Financial year 2019 1st July to 30<sup>th</sup> June 2020

Original Cost estimates, in Kshs. 9,500,000 dated 1st July 2019

Amount allocated last financial year Kshs.0

Amount allocated this financial year Kshs. 5,000,000.00

| Project Name               | Project Code                      | Project Activity  | Amount Allocated |
|----------------------------|-----------------------------------|---|------------------|
| Karai Day secondary School | 4-022-120-2630204-104-2020/21-001 | Additional funds to purchase school bus (Isuzu 52 seater)   | 500,000.00       |
|                            |                                   | Completion of Dormitory (extension of corridor, pavements, change of septic tank and sewerage system –bathroom and washing) to completion | 350,000.00       |
|                            |                                   | Rerouting power line from single to 3 phase   | 150,000.00       |
|                            |                                   |   | 1,000,000.00     |

Person completing form: Name Elizabeth Waithira Kagira Position Fund Account Manager

Signature.....



# MINUTES OF THE FULL NG CDFC MEETING AT THE NG CDF OFFICE ON 1st JULY 2021.

## MEMBERS PRESENT

- |                       |             |
|-----------------------|-------------|
| 1. Simon Ngugi        | Chairperson |
| 2. Elizabeth Kagira   | F.A.M       |
| 3. Margaret Wangui    | Secretary   |
| 4. Fredrick Gichuru   | Member      |
| 5. John Njoroge       | Member      |
| 6. Rahab Rwinu        | Member      |
| 7. Ruth Wanjiku Henry | Member      |

## ABSENT

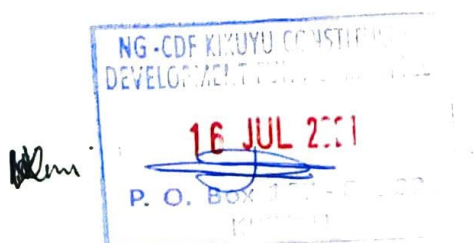
- |                  |        |
|------------------|--------|
| 1. Peter Nganga  | Member |
| 2. Susan Kagiri  | Member |
| 3. Charles Korir | ADCC   |

## AGENDA

- Prayer
  - Quorum check
  - Apologies
  - Declaration of Interest
1. Review/Adoption/Confirmation of minutes of the previous meeting dated February 18,2021.
  2. Matters Arising.
  3. Bursary (secondary and special)
  4. Sports
  5. Procurement
  6. Change of Activity
  7. Administrative matters
  8. AIEs
  9. Report of projects per ward – Kikuyu Ward, Nachu Ward, Karai Ward, Sigona Ward and Kinoo Ward
  10. Monitoring and Evaluation
  11. Emergency Vote Reallocation
- A.O.B

## MIN 1/01/07/2021 PRELIMINARIES

The meeting started with a word of prayer from Rahab Rwinu. The members unanimously appointed Fredrick as the acting chairperson as the chairperson was running late.



The acting chair called the meeting to order and read through the previous meeting's minutes. The minutes were confirmed by Ruth and seconded by John.

**MIN 2/01/07/2021 MATTERS ARISING**

One of the members proposed that Kinoo Police Post should be awarded first priority when the water tanks are being distributed since the water is destroying the project.

**MIN 3/01/07/2021 BURSARY (SECONDARY&SPECIAL)**

The bursary form issuing process was successfully completed. The data entry process has also been completed and the successful applicants are as follows;

- Nachu Ward – 737 applicants
- Kikuyu Ward – 898 applicants
- Karai Ward – 687 applicants
- Kinoo Ward – 509 applicants
- Sigona Ward – 880 applicants
- Special Schools – 123 applicants

The allocation for the bursary program is Kshs 16,000,000 for the secondary school applicants and Kshs 1,000,000 for the special schools applicants. The secondary school allocation will be shared Kshs 14,000,000 for the continuing students and Kshs 2,000,000 for the students joining form 1.

The tentative program for bursary cheques issuance and public participation is as follows;

- Nachu Ward- 20<sup>th</sup> July, 2021 at Lusigetti Shopping Centre
- Karai Ward- 20<sup>th</sup> July, 2021 at Gikambura Shopping Centre
- Kikuyu Ward- 21<sup>st</sup> July, 2021 at Thogoto Shopping Centre
- Kinoo Ward- 21<sup>st</sup> July, 2021 at Kinoo Chief's Camp
- Sigona Ward- 22<sup>nd</sup> July, 2021 at Kerwa Water Project grounds

The form 1 bursary forms will be issued as of the second week of August 2021.

**MIN 4/01/07/2021 SPORTS**

The sports equipment have been procured and delivered to the office. The program to award the teams the equipment will be communicated at a later date and all the board members are expected to avail themselves.

The leveling of the sports grounds is awaiting next disbursement from the board.

**MIN 5/01/07/2021 PROCUREMENT**

There are 27 projects under procurement which are as follows;



- Proposed construction of administration block, casting of first floor slab for the school hall and classes renovation at Thirime primary school- Stoneridge Limited- Kshs 9,334,792
- Proposed construction of 6 classrooms, staff toilets, septic tank, twin laboratory at HGM Kinoo secondary school- Jackam Power Supplies Limited- Kshs 20,292,290
- Proposed construction of a dinning hall at Karai Day secondary school- Nyana Construction Limited-Kshs 5,962,850
- Proposed construction of a dormitory at Kikuyu Day high school- To be retendered as a result of insufficient funds
- Proposed construction of staff houses and a pit latrine at Mai-ai-ihii Police Post- Luxica Enterprises Limited-Kshs 2,966,780
- Proposed renovation of 3 classrooms at Kamangu primary school- Numacq Enterprises Limited- Kshs 1,488,020
- Proposed renovation of 8 classrooms at Kandeg'wah primary school- Merich International Limited- Kshs 1,884,175
- Proposed construction of administration block and 6 classes renovation at Nduma primary school-Afela Limited-Kshs 1,938,020
- Proposed construction of 2 classrooms at Ndiguini primary school- Kessef Ventures Limited- Kshs 1,987,000
- Proposed construction of administration block and 4 classes renovation at Njumbi primary school- Fredamo Kenya Limited-Kshs 2,920,970
- Proposed construction of 2 storeyed classrooms at Gichuru Memorial secondary school- Soskah Building Contractors Limited-Kshs 2,888,820
- Proposed renovation of 9 classrooms and dinning hall at Kerwa Secondary school- Classic East Africa Limited-Kshs 2,952,710
- Proposed construction of 1<sup>st</sup> floor slab at Rengutti Secondary school- Merich International Limited-Kshs 1,948,340
- Proposed construction of septic tank and 2 toilets at Kinoo police post- Mayatara Limited- Kshs 1,470,370
- Proposed construction of septic tank and staff houses completion at Kamangu police post- Brandhouse Solutions Limited- Kshs 1,495,330
- Proposed construction of pit latrine at Gatune primary school- Overland Limited-Kshs 996,970
- Proposed construction of pit latrine at Nderi primary school- Kessef Ventures Limited-Kshs 998,770
- Proposed supply and delivery of materials for fencing works at Kanyanjara primary school- Linkville Limited-Kshs 429,750
- Supply and delivery of materials for construction of countertop and purchase of furniture at Kerwa police post- Annly Solutions-Kshs 315,760
- Supply and delivery of materials for construction of counter top at Gichecheni police post- Afrah and Uri Business Solutions-Kshs 296,915
- Supply and delivery of materials for proposed construction of male and female toilets at Lussigetti police post- Elsudaris Enterprises Limited-Kshs 394,650



- Supply and delivery of materials for completion of staff houses at Mbomboini police post- Spoons spaces-Kshs 415,718
- Supply and delivery of materials for construction of counter top and purchase of furniture at Thamanda police post- Melsa Enterprises Limited-Kshs 406,160
- Supply and delivery of sports items-Afrah and Uri Business Solutions-Kshs 677,000
- Supply and delivery of branded water tanks-Melsa Enterprises Limited-Kshs 498,000
- Provision of day and night security guard- Sperian Services Limited-Kshs 35,000

The projects to benefit from the water tanks program are as follows; Lussigetti primary school, Gathiru primary school, Thamanda police post, Ndiguini primary school, Kinoo police post, Kerwa police post, Kamangu police post, Gatune primary school, Mbomboini police post and Nguriunditu police post. The beneficiaries of this program will receive a 5000lt water tank each valued at Kshs 50,000 and gutters valued at Kshs 2,000.

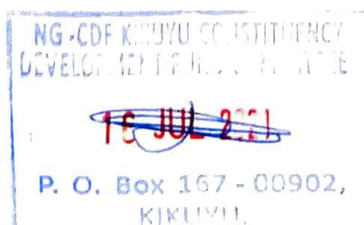
The members agreed to switch the tank to be delivered to Thamanda police post to Nderi police post and the one to be delivered to Nguriunditu police post to Dagoreti police post due to lack of space at the previous beneficiaries.

The projects with the BQs ready are as follows;

- Rengutti secondary- Construction of 2 first floor classrooms and a staircase at Kshs 3,000,000
- Mama Ngina Senior High School- Construction of 1<sup>st</sup> and 2<sup>nd</sup> floor slab for 4 classrooms to completion at Kshs 8,000,000
- Kanyanjara Secondary school- Construction of 3 classrooms and a 60 capacity laboratory at Kshs 6,000,000
- Father Kevin Kelly High School- Construction of 2 first floor classrooms and a staircase at Kshs 3,000,000
- Thirime Primary school- Construction of 4 first and second floor storeyed classrooms, renovation of 8 classrooms and terrazzo works of 8 classrooms at Kshs 10,000,000.
- Mai-ai-ihii police post- Construction of office block at Kshs 4,000,000.
- Gatune police post- Construction of 5 office units at Kshs 4,000,000.
- Kidfarmaco police base at Kshs 750,000.
- Mama Ngina Patrol base at Kshs 500,000.

#### **MIN 6/01/07/2021 CHANGE OF PROJECT ACTIVITY**

In the financial year 19/20 the committee sought for approval to reallocate Kshs. 1,500,000 from fy 2018/19 emergency funds to construct 4 staff units and a septic tank at Kamangu police post. The approval for that reallocation took long and in the financial year 20/21 projects proposal there was a proposal to construct the same. By the time the reallocation approval was received, the 2020/21 code list was already approved. Therefore the committee came to an agreement to seek for change of



activity to construction of an administration block(substructure works,walling,frame work,roofing work,fixing doors and windows,all finishes and electrical works) to completion.

**MIN 7/01/07/2021 ADMINISTRATIVE ISSUES**

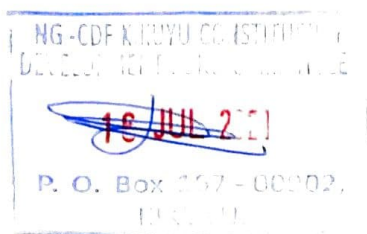
The project management office was changed from the Limuru office to the Kiambu office.

The clerk of works (Joseph) tendered in his resignation. The office is engaging Faith Korja in the clerk of works position as a casual for a period of 3 months.

**MIN 8/01/072021 AIE**

We have received Kshs 96,000,000. The allocation is as follows;

| <b>FINANCIAL YEAR 2020/2021 A.I.Es</b>         |                      |
|--|----------------------|
| <b>VOTE</b>                                    | <b>AMOUNT</b>        |
| Administration                                 | 1,750,000            |
| Monitoring & Evaluation                        | 500,000              |
| Nderi Primary school-Emergency funds           | 2,000,000            |
| Gatune Primary school-Emergency funds          | 1,000,000            |
| Lusigetti police post toilets -Emergency funds | 250,000              |
| Bursary-University                             | 2,500,000            |
| RiuNderi primary - Emergency funds             | 1,000,000            |
| <b>TOTAL</b>                                   | <b>9,000,000.00</b>  |
| <b>VOTE</b>                                    | <b>AMOUNT</b>        |
| Administration                                 | 900,000              |
| M & E  | 1,000,000            |
| Lusigetti primary                              | 4,000,000            |
| Thirime primary                                | 10,000,000           |
| Mai-a-ihii police post                         | 4,000,000            |
| Kandengwa primary                              | 3,000,000            |
| Mama Ngina Primary                             | 3,000,000            |
| <b>TOTAL</b>                                   | <b>25,900,000.00</b> |
| <b>VOTE</b>                                    | <b>AMOUNT</b>        |
| Administration                                 | 500,000              |
| Kikuyu Township primary school                 | 1,500,000            |
| Kamangu primary school                         | 1,000,000            |
| Renguti primary school                         | 3,000,000            |
| <b>TOTAL</b>                                   | <b>6,000,000.00</b>  |
| <b>VOTE</b>                                    | <b>AMOUNT</b>        |
| Administration                                 | 3,900,000            |
| M & E  | 4,804,000            |
| Emergency                                      | 742,000              |
| Gatune police                                  | 4,000,000            |
| Bursary-Colleges                               | 3,654,000            |
| Bursary-Secondary                              | 16,000,000           |
| Bursary-Special                                | 1,000,000            |
| Kikuyu Day secondary                           | 7,000,000            |
| Kanyanjara Secondary school                    | 6,000,000            |
| Mama Ngina Senior Secondary                    | 8,000,000            |





|                    |                      |
|--------------------|----------------------|
| <b>TOTAL</b>       | <b>55,100,000.00</b> |
| <b>GRAND TOTAL</b> | <b>96,000,00.00</b>  |

**MIN 9/01/07/2021 REPORT OF PROJECTS PER WARD**

**Kikuyu Ward**

- **Thirime Primary School- Stoneridge Limited**

The contractor is on site and doing a commendable job. The first payment has already been made.

**Nachu Ward**

- **Gatune primary school- Overland Limited**

The contractor is on site and the pit has already been dug.

- **Ndiguini primary school- Kesef Ventures**

The contractor is on site and doing a good job. They are currently working on roofing.

- **Kamangu primary school- Numacq Enterprises Limited**

The contractor is on site and has good progress.

- **Kamangu police post- Brandhouse Solutions Limited**

The septic is complete and the finishings are also done. The branding is the only thing left.

- **Mbomboini police post- Labour based**

The project is moving at a good pace and all that is remaining is installation of the kitchen tiles.

- **Lussigetti police post- Elsudaris Enterprises Limited**

The supplier delivered the materials and the works are ongoing.

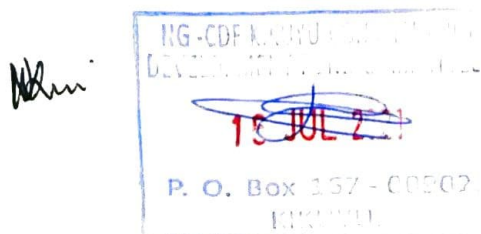
- **Njumbini primary school- Fredamo Kenya Limited**

The contractor is on site and doing a commendable job.

- **Rengutti Secondary school- Merich International Limited**

The contractor has removed the ironsheets and installed the slab and is waiting for it to cure.

- **Karai day secondary- Nyana Construction Limited**



The contractor was on site and did the foundation work. He however left site and the project stalled. He said he would be back as of 1<sup>st</sup> of July, 2021.

- **Kandeg'wah secondary- Merich International Limited**

The contractor is on site and works are going on well.

#### **Sigona Ward**

- **Kerwa Secondary school- Classic East Africa Limited**

The contractor came to site did a few works the left the site.

- **Nderi primary school- Kessef Ventures Limited**

The contractor came to site and dug the pit. The project has however stalled as the contractor left site citing that he is looking for money to continue.

- **Kerwa police post- Annly solutions**

The supplier delivered the materials.

- **Thamanda police post- Melsa Enterprises Limited**

The supplier delivered the materials.

#### **Kinoo Ward**

- **Kinoo police post- Mayatara Limited**

The septic tank has been constructed to completion and is waiting for it to cure. The contractor has also constructed 2 toilets for the police officers and the chief offices which are underway.

- **Kinoo High School- Jackam power supplies limited**

The contractor is on site and doing a commendable job.

- **Mama Ngina primary school**

Money was transferred to the school account awaiting bq to be done and tendered for.

#### **Karai Ward**

- **Mai-ai-ihii police post- Luxica Enterprises**

The contractor is on site and has done quite a commendable job. The houses and toilets are complete. He is now working on having water and electricity connected to the site.



- **Gichuru memorial secondary- Soskah Building Contractors Limited**

The contractor is on site and making good progress. The walls are done and they are working on the slab.

**MIN 10/01/07/2021 MONITORING AND EVALUATION**

The chairman proposed a 3 day joint monitoring and evaluation of all the projects in the constituency. The office will communicate the dates.

**MIN 11/01/07/2021 EMERGENCY VOTE REALLOCATION**

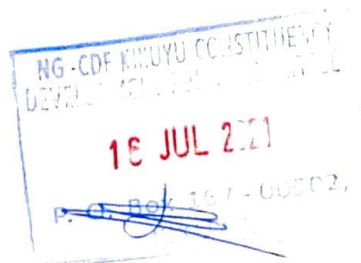
The committee agreed to request from the NG CDF Board to reallocate the 2020/2021 unspent emergency funds to the following projects;

1. PCEA Karai Mixed secondary school was allocated Kshs.7,000,000 in Fy 2020/2021 to purchase a school bus. Due to fluctuations in prices, the available funds could not acquire the school bus. The bus has been negotiated at a total cost of Kshs. 7,500,000 through the government contract in the supply branch contract number SB/019/006/2020-2021 in ISUZU East Africa Ltd. There is a deficit of Kshs.500,000 that the committee agreed to seek reallocation from emergency funds. There is a dormitory built in fy 2017/2018 which was allocated Kshs. 5,000,000 which need Kshs.500,000 for completion. The completion activities are: extension of corridor from 1m to 2m, , pavements, change of septic tank and separation of sewerage water-bathroom and washing and rerouting of power line from single to 3 phase in the school.
2. Kidfarmco police patrol base was allocated Kshs.750,000 for purchase of container and building of the toilet. It has been established that due to high demand of containers the prices have gone up and Kshs.750,000 is not enough to buy ,install and fabricate the containers and construct the toilet. The committee is requesting for additional Kshs.500,000 to complete the above activities.
3. Mama Ngina police patrol base was allocated Kshs.500,000 for purchase of container and building of the toilet. It has been established that due to high demand of containers the prices have gone up and Kshs.500,000 is not enough to buy ,install and fabricate the containers and construct the toilet. The committee is requesting for additional Kshs.200,000
4. Thogoto primary school was allocated Kshs.3,000,000 in Fy 2019/2020 for construction of administration block. It has been established that more funds are needed to complete the project. The committee agreed to request for reallocation of Kshs.500,000 from Fy 2020/2021 emergency funds to the project. The completion activities are: roofing, plastering, tiling, ceiling to completion

**A.O.B**

The committee has been invited by DLBA for an exhibit at Kikuyu market to show what NG-CDF does.

Ajira Youth Empowerment Centres - a proposal is to be brought to the CDFC board for the next financial year.



There being no other business the meeting ended with a word of prayer from the fund account manager.

NG-CDF KIKUYU CONSTITUENCY  
DEVELOPMENT FUND COMMITTEE  
**Signed,**  
  
16 JUL 2021  
P. O. Box 167 - 00902,  
KIKUYU.

NG CDF Chairperson



Margaret Wangui

NG CDF Secretary

