



MINISTRY OF WATER AND IRRIGATION

Telegrams: "MAJI", Nairobi

Telephone: 020-2716103

Fax: 020-2727622

Email: ps@water.go.ke

While replying please quote:

PERMANENT SECRETARY

MAJI HOUSE

NGONG ROAD

P.O. Box 49720

NAIROBI

REF:

DATE:

A. S. Gatumbu

Controller and Auditor general

Kenya National Audit Office

P. O. Box 30084-00100

NAIROBI

Dear

ANNUAL AUDIT REPORT FOR 2006/2007&2007/2008

Further to this Ministry's presentation before Public Accounts Committee on 30th Oct 2009, please receive the following report on the additional information that the Ministry was directed to provide:-

Para. 933-935,940,941,(2007/08)&(1058(2006/07) Uncollected Water Revenues in the following Districts;

Mt Elgon District Water Office	Kshs 3,794,542.65
Keiyo District Water Office	Kshs 7,325,295.20
Koibatek District Water Office	Kshs 1,786,270.00
Transmara District Water Office	Kshs. 2,719,031.00

The analysis of revenue arrears in each District is as follows:-

(i) Mt Elgon District

Zone	No. of regd con	No. of active con	No. of con on cut/off	No. of con on dry taps	Arrears on active con	Arrears on dry taps con	Arrears on Cut/off con	Collectable Arrears	Uncollectable Arrears
Melon	485	33	162	99	86383.00	134284.00	497746.00	86383.00	632030.00
Malakisi	289	0	0	289	0	231626.40	0	0	231626.40
Changara	152	0	0	152	0	51079.00	0	0	51079.00
Sirisia	860	34	296	474	77664.00	910191.00	689092	77664	1599283.00
Cheptais	466	34	99	284	63936.50	168262.65	68398.05	63936.50	236660.05
Namwela	238	109	33	35	223230.00	74692.00	78389.00	223230.00	153081.00
Chemondi	339	105	136	27	223667.00	17751.50	198151.20	223667.00	215902.70
TOTAL	2829	315	726	1360	674880.50	1587886.55	1531776.25	74880.50	3119662.15

Total Uncollectable Revenue is Kshs. 3,119,662.50.

(II) Koibatek District

Zone	No. of Regd Cons	No. of Active Con	No. Con on cut off	No. of Con with dry taps	Arrears on active Con	Arrears on Con with dry taps	Collectable Arrears (Kshs)	Uncollectable Arrears (Kshs)
Mogotio W/S	1,000	338	310	352	82,295	178,900	260,195	755,905
Timboroa W/S	427	63	360	204	115,300	247,334	362,634	327,566
Cheberen W/S	55	20	35	-	79,970	-	79,970	-
Total	1,482	421	705	556	277,565	426,234	702,799	1,083,471

Total Uncollectable Revenue is Kshs 1,083,471.

(III) Keiyo District

Name of Water supply	No. of Reg Con.	No. of active Con.	No. of Con on cut-off	No. of Con on dry line	Arrears on active Con. Ksh	Arrears on cut-off Con. Ksh	Collectable Arrears Ksh	Uncollectable Arrears Ksh
Kaptakwa	640	107	533	320	1,100,1414	949,162.50	1,479,860.00	569,497.50
Kapkoi	289	92	197	118	66,212.00	394,664.70	224,077.70	236,799.00
Chepkorio	394	49	345	207	205,800.00	1,083,736.00	639,294.00	650,242.00
Iten /Tambach	1285	912	373	108	2,343,705.00	1,181,875.00	3,173,022.00	352,558.00
TOTAL	2608	1160	1448	753	3,715,858.00	3,609,438.20	5,516,199.70	1,809,096.50

Total uncollectable revenue is Kshs. 1,809,096.50

(IV) Transmara District

Name of the water supply	No. of regd con	No. of active con	No. of cut off	No. of con with dry taps	Arrears on active con	Arrears on dry taps	Collectable Arrears	Uncollectable arrears
Kilgoris	733	403	198	132	1,673,841	389,168	1,597,128	950,356
Lolgorian	25	23	0	2	10,225	0	10,225	0
Angata	22	4	9	9	7,000	24,150	17,915	44,611
Nkararo	40	17	21	2	39,445	0	46,051	52,745
Total	820	447	228	145	1,730,511	413,318	1,671,319	1,047,712

Total uncollectable revenue is Kshs.1,047,712.

Action the Ministry is taking;

The Ministry has written to the Ministry of Finance seeking for authority to write off the uncollectable revenues See Annex (97) based on:-

- The age of the arrears i.e. large percentage of the arrears have been outstanding since 2003 and beyond which makes it difficult to collect.
- Due to insecurity in some of the Districts, it has proved impossible to locate the debtors as most of them have moved away.
- Many of the water supplies lines dried up and consumers are therefore not likely to pay since they have no water currently

Paragraphs 926-929 F/Y 2007/2008 Irregular Payments - Kakamega Central District Irrigation Project

The Accounting Officer has recommended a surcharge against the District irrigation officer for the loss of Kshs. 667,120/= being the difference between the amount paid and the value of the executed works. (See annex (926))

Paragraphs 930-931,936&939 F/Y 2007/2008 Encashment of supplier's cheques in the districts below and the disciplinary action taken against the officers.

i)	Rongo District Water Office	Ksh. 1,179,208.00
ii)	Siaya District Water Officer	Ksh. 545,000.00
iii)	Nyamira District Water Office	Ksh. 700,612.00

It had been reported that the District Water Officers in the three districts had encashed merchants cheques amounting to the figures indicated against each of the three districts. As explained in our earlier report of 30th October, 2009 the merchants confirmed in writing having received the payment and also that they themselves had requested that their cheques be encashed on their behalf because of the liquidity situation they were experiencing.

In the case of Rongo District Water Office, the Ministry had served the officer with a show cause letter for encashing merchant's cheques. However, the District Water Officer defended himself by demonstrating through production of Bank Statement confirming that the cheques were encashed by an official from the District Treasury on behalf of the suppliers.

Consequently, the Accounting Officer has written a warning letter to the concerned officer reprimanding and warning him not to repeat the issue in future, (see Annex (LI))

In order to prevent and stop encashment of merchant's cheques in future, the Ministry has put the following measures in place:-

- (i) Circular no WD/3/3/1308/(69) issued by the Director Water Services to all District Water Officers on project implementation and compliance to updating of stores records (See Annex (DWS)).
- (ii) A training program for non financial managers has been proposed for all District Water Officers country wide (See Annex (T)).
- (iii) Intensive monitoring and evaluation of projects from Hqs (Maji House) has been enhanced.

Paragraph 1050 DEFECTIVE GOODS F/Y 2006/2007

The Ministry of Water and Irrigation paid a supplier through payment Voucher No.002179 dated 29th September, 2006, 15 No, 11A, and 20No. 12A toners and 30no.45A cartridges valued at Kshs, 192,000, Kshs.176, 000 and Kshs.86, 400 respectively. It is also true that the audit report indicated that toners No. 12a were defective.

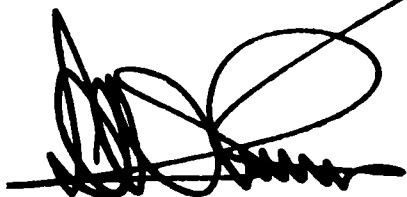
The position on the 15 No. 11A and 20 No. 12A toner is that the toners in question were as per specifications and have since been issued in various offices. The office of C &AG confirmed the same. (See Annex 1050 (A,B,C,D,E,F,G,H,I,J,K,L,M,N,O,P,Q,R,ST,U,))

Paragraph 1051 -1057

REPLACEMENT OF TWO PASSENGER LIFTS AT MAJI HOUSE

The Chief Electrical & Mechanical Engineer (Ministry Of Public Works) who was the Project Manager has written to the contractor requesting for final inspection for the Passenger Lifts at Maji House. (

Further the Accounting officer has written to the Commissioner General, Kenya Revenue Authority requesting a refund of VAT of Kshs 1,322,620.50 (See Annex 1051-1057)



**Eng: David N. Stower, CBS, OGW,
PERMANENT SECRETARY**



MINISTRY OF WATER AND IRRIGATION

Telegrams: "NATURE", Nairobi
Telephone: Nairobi 716103
Fax: Nairobi 727622

PERMANENT SECRETARY
NGONG ROAD
MAJI HOUSE
P. O. BOX 49720
NAIROBI, KENYA

Ref: MWI/FIN/3/62 Vol. V (97)
Date: 2nd December, 2009

Mr. Joseph Kinyua, CBS
Permanent Secretary,
Ministry of Finance
NAIROBI.

Dear

Joe,

**AUTHORITY TO WRITE OFF UNCOLLECTIBLE WATER REVENUE
ARREARS – KSHS. 7,059,941.65 IN MT ELEGON, KOIBATEK, KEIYO
AND TRANSMARA DISTRICTS**

Every year, the Controller and Auditor General has been raising the issue of uncollected Water Revenue in most of our districts. Some of which have remained uncollected for over ten years.

During the Public Accounts Committee deliberations for the years 2006/07 and 2007/08 held on 30th October, 2009, the members of the Public Accounts Committee after listening to our presentation on why it has been difficult to collect the revenue and their advice was that the arrears appear uncollectible given the circumstances explained by the Ministry, which circumstances are as follows:

- (i) Given the low level of investment in the Water Sector, many of the existing water supplies have not been upgraded intandem with increase in population. Consequently, many of the consumers particularly, those down stream no longer receive water. However, Ministry officials have over the years continued to bill them despite lack of water, leading to huge uncollectible water revenue portfolio.

This problem is currently experienced in the four districts that were a subject of Audit in the Controller and Auditor General's report for the financial year 2007/2008 as follows:-

The analysis of uncollectible arrears in each District is as follows;-

Mt Elgon

Zone	No. of registered connections	No. of active connections	No. of connections on cut/off	No. of connections on dry taps	Arrears on active connections	Arrears on dry taps connections	Arrears on Cut/off connections	Collectable arrears	Un collectable arrears
Melon	485	33	162	99	86383.00	134284.00	497746.00	86383.00	63200.00
Malakisi	289	0	0	289	0	231626.40	0	0	231626.40
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Chemondi	339	105	136	27	223667.00	17751.50	198151.20	223667.00	215902.70
TOTAL	2829	315	726	1360	674880.50	1587886.55	1531776.25	674880.5	3119662.15

Total uncollectible revenue is Kshs. 3,119,662.50.

Koibatek District

Zone	No. of Registered Connections	No. of Active Connections	No. Connections on cut off	No. of Connections with dry taps	Arrears on active Connections	Arrears on Connections with dry taps	Collectable arrears (Kshs)	Uncollectable arrears (Kshs)
1. Mogotio W/S	1,000	338	310	352	82,295	178,900	260,195	755,905
2. Timboroa Water Supply	427	63	360	204	115,300	247,334	362,634	327,566
3. Cheberen Water Supply	55	20	35	-	79,970	-	79,970	-
Total	1,482	421	705	556	277,565	426,234	702,799	1,083,471

Total uncollectible revenue is Kshs,1,083,471.

(Keiyo District)

Name of Water supply	No. of Reg Con.	No. Of active Con.	No. of Con on cut-off	No. of Con on dry line	Arrears on active Con. Ksh	Arrears on cut-off Con. Ksh	Collectable arrears Ksh	Uncollectable arrears Ksh
Itakwa	640	107	533	320	1,100,1414	949,162.50	1,479,860.00	569,497.50
pkoi	289	92	197	118	66,212.00	394,664.70	224,077.70	236,799.00
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Itumbach	1285	912	373	108	2,343,705.00	1,181,875.00	3,173,022.00	352,558.00
TOTAL	2608	1160	1448	753	3,715,858.00	3,609,438.20	5,516,199.70	1,809,096.50

Total uncollectible revenue is Kshs. 1,809,096.50

Transmara District

NAME OF THE WATER SUPPLY	No. OF REG CON	No. OF ACTIVE CON	No. OF CUT OFF	No. OF CON WITH DRY TAPS	ARREARS ON ACTIVE CON	ARREARS ON DRY TAPS	COLLECTABLE ARREARS	UNCOLLECTABLE ARREARS
KILGORIS	733	403	198	132	1,673,841	389,168	1,597,128	950,356
LOLGORIAN	25	23	0	2	10,225	0	10,225	0
ANGATA	22	4	9	9	7,000	24,150	17,915	44,611
NKARARO	40	17	21	2	39,445	0	46,051	52,745
Total	820	447	228	145	1,730,511	413,318	1,671,319	1,047,712

Total uncollectible revenue is Kshs.1,047,712.

The total amount reflected as uncollectible is Kshs. 7,059,941.65

(ii) The issue of land clashes and general insecurity particularly in Mt. Elgon and Transmara districts have equally contributed to accumulation of revenue arrears. Since 2003, the two districts have experienced a lot of insecurity incidences that have led to many of the residents fleeing the areas. As the residents have continued to relocate, bills for the water consumed became impossible to collect leading to revenue arrears in those districts.

After extensive deliberations, the members of Public Accounts Committee directed that this Ministry liaises with Treasury with a view of seeking for a write off of the uncollectible water Revenue arrears.

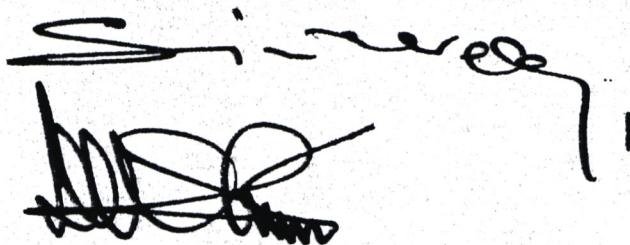
The purpose of this letter therefore is to seek for Treasury's authority to write off the uncollectible arrears as follows:-

Mt Elgon District Water Office	Kshs 3,119,662.15
Koibatek District Water Office	Kshs 1,083,471
Keiyo District Water Office	Kshs 1,809,096.50
Transmara District Water Office	Kshs 1,047,712

Total.....Kshs. 7,059,941.65

I would be grateful for your support in this regard.

Yours



ENG. DAVID STOWER, CBS
PERMANENT SECRETARY

**MWI/MHRMAC/NOVEMBER/2009/MIN 3 – DISCIPLINE/
SURCHARGE**

1. Name: Abdullahi Mohammed Juma
P/No: 1989112046
Designation: Superintendent Irrigation (J/G
(J/G“K”)
Date of 1st Appointment: 9th October, 1989
Date of present Appointment: 27th October, 2006
Terms of Service: Permanent and Pensionable
Age: 49 years
Gender: Male
Department: Irrigation
Station: Kakamega

PREVIOUS OFFENCE(S)

Nil

PRESENT CHARGE(S)

The Controller and Auditor General vide his two letters, one dated 22nd October, 2008 and DA.35/2007 – 2008 dated May, 1st 2009 reported to this office that during their audit inspection of the District Irrigation office – Kakamega for the financial year 2007/08 they revealed irregular payments for works not done at Ikonyero Drainage Project which totalled to Kshs. 967,120.00.

The Director, Irrigation and Drainage Department vide memo Ref. No. MWI/IDD/21/14/(53) dated September, 11th 2009, also confirmed that the implementation of this project was not properly carried out as evidenced by the various correspondences on the issue. Mr. Juma's response letter Ref. No. DIO/KAK/CENTRAL/CON/1/2 (folio 68B) of personal file to the Director, Irrigation and Drainage dated November, 24th 2008 was unsatisfactory and therefore not acceptable.

Following these reports, this Ministry addressed Mr. Juma a disciplinary letter through Provincial Irrigation Officer, Western to show cause why he should not be surcharged Kshs. 967,120 less Kshs.300,000 being the amount

paid to the Contractor in advance and irregularly yet the project was not inspected and certified to be complete as per the specifications.

(L1)



REPUBLIC OF KENYA
MINISTRY OF WATER AND IRRIGATION

Telegrams: "WATER" Nairobi
Telephone: Nairobi 2716103
Fax: 2727622

PERMANENT SECRETARY
MAJI HOUSE
NGONG ROAD
P. O. BOX 49720
NAIROBI

Ref: EST/6801494/ (219)

Date: 2nd November, 2009

Edwin Ojula Mikoyah

Thro'

The District Water Officer,
Kisumu East,
P.O. Box 457,
KISUMU

Dear Sir,

RE: LIFTING OF INTERDICTION/SEVERE WARNING

Please refer to our letter Ref. No. 68014924/(210) of 5th May, 2009 in which you were accused of gross misconduct by encashment of suppliers cheques and cash withdrawals not accounted for at Rongo District Treasury which led to your interdiction w.e.f 5/5/2009.

Due consideration has been given to your representation by the Authorized Officer and it has been decided that the interdiction imposed on you be and hereby lifted w.e.f. 5/5/2009 being the date it was imposed.

You are hereby given a severe warning and a repetition of a similar or any other offence will lead to a more severe action being taken against you which may even include dismissal from the Service.

Signify in writing that you have read and understood the contents of this letter.

Yours faithfully,

F. J. MUGAMBI

F.J. Mugambi

FOR: PERMANENT SECRETARY



Annex (DWS)

MINISTRY OF WATER AND IRRIGATION

Telegrams: "MAJI" Nairobi
Telephone: Nairobi 2716103
Fax: Nairobi 2727622

DIRECTOR WATER SERVICES
MAJI HOUSE
NGONG ROAD
P. O. BOX 49720
NAIROBI

Ref: WD/3/3/1308/(69)

Date: 5th November, 2009

All District Water Officers

RE: UPDATE OF STORE RECORDS

The Ministry has received and continued to receive audit queries from the office of Controller and Audit General concerning poor projects implementation and noncompliance to updating of stores records.

In most cases the following issues are raised:-

- Missing store records;
- Goods are neither taken on charge nor entered into store ledgers vide S3, S13 and S11;
- Vehicles are repaired without authorized inspections from the Ministry of Public works. Job Cards are not maintained to show actual repairs done on the vehicles;
- Fuel registers are not maintained to show how fuel is drawn from the Service Stations.

The purpose of this circular is to request you to follow Government procedure in procurement of goods and services and that you will be held personally responsible for any procurement malpractice that will be detected in your office. The store records must be updated regularly to avoid attracting any audit query.

ENG. L. N. SIMITU

Eng. L. N. Simitu, HSC
DIRECTOR WATER SERVICES

CC

All Chief Executive Officers.
Water Services Boards.

STORES LEDGER AND STOCK CONTROL CARD

C No: 531129

Item Code No.

Description Tomato 11A

Ministry Water & Irrigation

Dept./Branch Hqs.

1000
1050

UNIT OF ISSUE NO

LOCATION STRE

Date	Voucher Number	Supplier or Requisitioning Office	RECURTS			ISSUES			BALANCES			CONSUMPTION RECORD							
			Qty.	Invoice Unit Price	Value	Qty.	Average Unit Price	Value	Qty.	Value	Month	20	20	20	20	20			
17/11/65	0032203	Pam Express Stationery	2	9380/18760/-		2			2		July	20	8	20	8	20	8		
17/11/65	013358	Am 322				1			1		August	20	8	20	8	20	8		
		Requesting Office	15			1			1		September	20	8	20	8	20	8		
30/6/66	030489	Imparbat				2			2		October	20	8	20	8	20	8		
17/11/65	151472	STN/Hqm				1			1		November	20	8	20	8	20	8		
13/11/65	0520958	PA e				1			1		December	20	8	20	8	20	8		
11/11/65	133848	DD (MSRS)				2			2		January	20	8	20	8	20	8		
11/04/68	1672088	DD (Am 322)				1			1		February	20	8	20	8	20	8		
28/12/68	2058262	SAP/HEAM				1			1		March	20	8	20	8	20	8		
4/3/68	2140184	DD (MSRS)				1			1		April	20	8	20	8	20	8		
						1			1		May	20	8	20	8	20	8		
						7			7		June	20	8	20	8	20	8		
											Annual Usage	20	8	20	8	20	8		
FORECAST REQUIREMENTS												20	8	20	8	20	8	20	8
Av. Mon. Usage												20	8	20	8	20	8	20	8
Buffer Stock												20	8	20	8	20	8	20	8
Reorder Levels												20	8	20	8	20	8	20	8
Reorder Qty.												20	8	20	8	20	8	20	8
E.O.Q.												20	8	20	8	20	8	20	8
SIZE												20	8	20	8	20	8	20	8
WEIGHT												20	8	20	8	20	8	20	8
PACKAGING												20	8	20	8	20	8	20	8

CIF

15114724

[Signature]



REPUBLIC OF KENYA

COUNTER REQUISITION AND ISSUE VOUCHER

1. City Nairobi Dept./Branch HRM Unit SC
 To (issue point) Stores Please issue the stores listed below to (point of use) SMA HARU

Code No.	Item Description	Unit of Issue	Quantity Required	Quantity Issued	Value	Remarks Purpose
1.	Conqueror Printing Paper	Reams	Four	4		D 325696
2.	HP Laser Paper	Nb	Two	1		CS31129
3.	Printing Papers	Reams	Five	5		D 2854937
4.	Bond Papers	Nb.	Thirty	25		D 2854992
5.	Safe Cloth	PKB	Ten	875		
6.	Paper clips	PKB	SIX	2		D 454836
7.	Priftt glue	Nb.	Five	4		D 2854289

Account No. _____ Date 11/4/08

Acquisition Officer J. K. J. J. Designation Secretary Signature *[Signature]*
 Issued by [Signature] Signature [Signature] Date 11/4/08
 Received by [Signature] Designation etc Signature [Signature]

CS 107-2000 BKS - 12/2009

1050 2

2140160



REPUBLIC OF KENYA

COUNTER REQUISITION AND ISSUE VOUCHER

Ministry MUOI

To (issue point) Stores Dept./Branch PB/wases

listed below to (point of use) Stores Please issue the stores PB/wases Unit

Code No.	Item Description	Unit of Issue	Quantity Required	Quantity Issued	Value	Remarks Purpose
1.	Paper clips	Nb	2 Pkgs	2		
2.	Penner 49A	Nb	1	1	-D454978	
3.	Penner 11A	Nb	1	1	-C531129	
4.	Extensior Cable	Nb	2	2		
5.	Plasth-Copying	Nb	5	5		
6.	Blue pens	Nb	10	10		-D454983
7.	Pencils	Nb	4	4		

Account No.

Requisitioning Officer Tresa Designation Sec Date 19/6/08

Issued by Kallungu Signature [Signature] Date 19/6/08

Received by Tresa Designation Sec Signature [Signature]

GPK 5616-2km Bks-7/2007

0501



1050 B

2058262

REPUBLIC OF KENYA

COUNTER REQUISITION AND ISSUE VOUCHER

Ministry: Water & Irrigation Dept./Branch: HRM Unit: ISA

To (issue point): Stores Please issue the stores listed below to (point of use): Ac. 6001129

Code No.	Item Description	Unit of Issue	Quantity Required	Quantity Issued	Value	Remarks Purpose
1.	Carpet	MS	48	48	-	CS96745
2.	Counter	NO	1	1	-	D009479
3.	Coffee Table	NO	1	1	-	C406236
4.	Stools	NO	2	2	-	D009434
5.	Curtains	-	-	-	-	
	Power 11A	NO	1	1	-	CS31129

Account No. _____ Date: 20/2/08
 Requisitioning Officer: Teresia Designation: P. Secretary Signature: [Signature]
 Issued by: Ketur Signature: [Signature] Date: 20/2/08
 Received by: Teresia Designation: PS I Signature: [Signature]

GPB 5616-20m Bks.-7/2007



REPUBLIC OF KENYA

COUNTER REQUISITION AND ISSUE VOUCHER

Ministry: Water & Irrigation Dept./Branch: Procurement Unit: _____

To (issue point): Stores Please issue the stores listed below to (point of use): Procurement / Stores (Room 322 + 132)

Code No.	Item Description	Unit of Issue	Quantity Required	Quantity Issued	Value	Remarks Purpose
①	Counter Cum Workstation	NO	1	1	-	D009479
②	Panasonic Laptop No. Machine s/n	NO	1	1	-	C792230
③	Power 11A	NO	1	1	-	CS31129

Account No. _____ Date: 31/3/08
 Requisitioning Officer: D. Odera Signature: [Signature]
 Issued by: Lalunga Signature: [Signature] Date: 31/3/08
 Received by: Teresa Akoko Designation: Secretary Signature: [Signature]

Form S 11

ZAB7150109 }
ZAB7150181 } Computer ORIGINAL
QB0648131033
QB0648131280



HUB7121402J } Project
QB0648331454 } UPS
QB0648131698 }
T No. 386493
CNMIC46957 } Printer - } Project
CNMIC58008 }

REPUBLIC OF KENYA

COUNTER REQUISITION AND ISSUE VOUCHER

Ministry Water Irrigation Dept./Branch PD/WSRS Unit _____

To (issue point) PD/WSRS Store Please issue the stores listed below to (point of use) PD/WSRS

Code No.	Item Description	Unit of Issue	Quantity Required	Quantity Issued	Value	Remarks Purpose
1.	Laptop	NO.	1	1		D325513
2.	Computer	NO.	2	2		D009430
3.	UPS	NO.	2	2		D009431
4.	Computer	NO.	2	2		D009430
5.	UPS	NO.	2	2		D009431
6.	Printers 1320	NO.	2	2		D009432
	Toner 11A	NO.	1	1		C531129

Account No. _____ Date 18/1/2007
 Requisitioning Officer Tressa Designation Sec Signature [Signature]
 Issued by [Signature] Signature _____ Date 7/1/07
 Received by Tressa Designation Sec. Signature [Signature]

Form S 11

ORIGINAL

Approved
[Signature]



2140154

REPUBLIC OF KENYA

COUNTER REQUISITION AND ISSUE VOUCHER

Ministry MWI Dept./Branch _____ Unit _____

To (issue point) Stores Please issue the stores listed below to (point of use) PD/WSRS

Code No.	Item Description	Unit of Issue	Quantity Required	Quantity Issued	Value	Remarks Purpose
1.	Full Scaps	No.	1 Rm	1		D484813
2.	Envelopes ^A	No.	1 Pkt	1		D325583
3.	Hair frosher	No.	1 tin	1		D325618
4.	toner 11A	NO	1	1		C531129

Account No. _____ Date 1/3/2008
 Requisitioning Officer T. V. ... Designation Sec Signature [Signature]

1050 F

computer
S/N 2NN 7301005
S/N 5GH 7290P9V

UPS B072IR13037

Form S 11

ORIGINAL



0700951

REPUBLIC OF KENYA

COUNTER REQUISITION AND ISSUE VOUCHER

Ministry NAIROBI Dept./Branch Accounts Unit _____

To (issue point) Stores Please issue the stores

listed below to (point of use) PAC RM 431

Code No.	Item Description	Unit of Issue	Quantity Required	Quantity Issued	Value	Remarks Purpose
	Office Corner	NO	1	-1	270,000	D234078
	Computer	NO	1	1	-	D32574
	Monitor					
	P.O.					
	UPS	NO	1	1	-	C970665
	Toner 11A	NO	2	2	-	C531129

Account No. _____ Date 13/2/08

Requisitioning Officer Pauline Designation Sec Signature Pauline

Issued by Whe Signature Whe Date 13/2/08

Received by Pauline Designation Sec Signature Pauline

GOVERNMENT OF KENYA

STORES LEDGER AND STOCK CONTROL CARD

C No: 403593

ITEM CODE NO

TONNER 12A

DESCRIPTION: MINISTER WATER & IRRIGATION

DEPT./BRANCH

UNIT OF ISSUE

LOCATION

Date	Voucher Number	Supplier or Requisitioning Office	Card No.	Qty.	RECEIPTS		ISSUES		BALANCES		Month	CONTRIBUTION RECEIVED
					Invoice Unit Price	Value	Average Unit Price	Value	Qty.	Value		
10/01/03	039470	EFEM Investments	NEW	5		52,000	10/12/4/06			5	July	
10/05/03	039474	EFEM Investments		10		112,000	10/13/4/06			15	August	
10/05/03	039481	EFEM Investments		25		275,000	10/13/4/06			40	September	
10/03/03	039492	Turbo Technology		8		88,400	10/14/06			48	October	
10/06/03	039498	Motor Vehicle Accessories		8		88,400				40	November	
05/12/09	12091	WVN		15						25	December	
06/08/03	0387348	D/WVN		1						24	January	
06/07/09	07177	D/LR		1						23	February	
06/07/09	07177	D/LR		3						23	March	
06/05/03	03162	Hydrological Workshop		8						23	April	
06/05/03	03162	Hydrological Workshop		8		10,500				31	May	
06/05/03	03169	M/WVN		4						27	June	
06/07/03	03884	Turbo Technology		10		110,500				23	Annual Usage	
06/05/03	03172	Inspector - WREN								33	Forecast Requirements	
06/05/03	03170	Wats. Rights		3						30		
06/05/03	03173	Special Programmes		5						25		
06/05/03	03174	Special Programmes		3						22		
06/05/03	03174	Special Programmes		5		49,300				27		
06/05/03	03174	Special Programmes		15		149,925				42		
06/05/03	03174	Special Programmes		3						62		
06/05/03	03174	Special Programmes		1						39		
06/05/03	03174	Special Programmes		3						38		
06/05/03	03174	Special Programmes		3						35		
06/05/03	03174	Special Programmes		3						33		

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C 79 2260

TENÉR 12A

10500 H

Date	Voucher Number	Supplier or Requisitioning Office	RECEIPTS			ISSUES			BALANCES			DUES I-4					
			Qty.	Invoice Unit Price	Value	Qty.	Average Unit Price	Value	Qty.	Value	Date	Order	Qty.	Date Recd.	Qty. Recd.		
28/1/05	BIF	Mercat	2						2								
5/4/05	0784796	DDIGI							1								
23/9/05	0314105	Macrogent Agents	10		192000/-			11									
27/1/05	079004	ChemAgre Exterior	1	11700/-	11700/-			12									
26/1/05	0314105	Agentele de Investitii	5	612500/-	3062500/-			17									
28/9/05	0314115	Service Sales	3	37500/-	112500/-			20									
28/9/05	122653	W. Lake Conference						17									
12/11/05	0314117	Sigman Trading Ag	10					27									
21/11/05	0233746	Surface Inter. Serv						26									
14/12/05	0233746	Hydr R. 4.4m						24									
15/1/06	055315							23									
11/6/08	BIF Form 53-M	C403593	17					23									
10/6/08	0272484	TW/NB1						38									
10/6/08	1130247	SAD/SW/2102						37									
12/6/08	214067	CHERM						36									
17/6/08	0272485	TW						35									
15/6/08	0272485	TW						32									
24/7/08	0214038	CITAMC						31									
16/10/08	0214029	ADM/E						30									
9/12/08	0210254	TW/NB1						29									
16/10/08	0272483	DA/TW						27									
15/10/08	0272484	DA/TW						24									
7/8/10	0272471	DA/TW						23									
17/8/08	0214052	DA/REP						22									
16/9/08	0272483	TW-ADM/E						20									
23/1/08	0271023	TW-NB1						19									
25/1/05	0582576	DA/WP2m						16									
18/11/08	0271025	DA/TW						15									
16/7/08	1131174	DA/TW (ADM/E)						14									
21/8/08	011	DA/REP						14									

STORES LEDGER AND STOCK CONTROL CARD

D NO: 454987

ITEM CODE NO

100000 12A

UNIT OF ISSUE

NO

DESCRIPTION

Water Pump

DEPT / BRANCH

HSB

LOCATION

Stores

1050

Date	Voucher Number	Supplier or Requisitioning Office	RECEIPTS			ISSUES			BALANCES		CONSUMPTION RECORD					
			QTY.	Invoice Unit Price	Value	QTY.	Average Unit Price	Value	QTY.	Value	Month	20	20	20	20	20
21/8/08	B/F	Card No. 5792260	14			1			14		July	8	8	8	8	8
21/8/08	227242	TW-AB/IN							13		August					
27/08	2140883	CHAM							12		September					
											October					
											November					
											December					
											January					
											February					
											March					
											April					
											May					
											June					
											Annual Usage					
											FORECAST REQUIREMENTS					
											20	20	20	20	20	
											8	8	8	8	8	
											Av. Mon. Usage					
											Buffer Stock					
											Reorder Levels					
											Reorder Qty.					
											E.O.Q.					
											SIZE					
											WEIGHT					
											PACKAGING					
											C/F					

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Form S 11

APPROVED
S16108

ORIGINAL



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REPUBLIC OF KENYA

COUNTER REQUISITION AND ISSUE VOUCHER

Ministry MW&L Dept./Branch TW Unit 30162
To (issue point) STORES TW (Transboundary W) Please issue the stores
listed below to (point of use) TW (Transboundary W)

Code No.	Item Description	Unit of Issue	Quantity Required	Quantity Issued	Value	Remarks Purpose
1	PHOTOCOPIING PAPER	NO	2	2		
2	TONER 12A	NO	2	2		-079266
3	Clips	PKT	1	1		
4	Pins	PKT	1	1		
5	TONER 136	NO	1	1		
6	TONER 132	NO	1	1		- D009428

Account No. _____ Date 5/06/08
 Requisitioning Officer MWIRUNGU Designation GW Signature [Signature]
 Issued by [Signature] Signature [Signature] Date 10/6/08
 Received by MWIRUNGU Designation GW Signature [Signature]

Approved
Handwritten initials

2140667

Approved
J. E. KARIEJA
16/06/08



REPUBLIC OF KENYA

COUNTER REQUISITION AND ISSUE VOUCHER

Ministry Water & Irrigation Dept./Branch Personnel Unit NB1
To (issue point) Stores listed below to (point of use) CHENO Please issue the stores

Code No.	Item Description	Unit of Issue	Quantity Required	Quantity Issued	Value	Remarks Purpose
8.	Paper clips	Pkts	2	2		
9.	Pocket files	No.	8	8		
10.	Toner 12A [Hp Laser Jet Q 2612A]	No.	1	1		CHENO
11.	Rulers	NO	4	4		
12.	Stapler	NO	2	2		
13.	Paper punch	NO.	2	2		

Account No. _____
Requisitioning Officer J. E. KARIEJA Designation SMNO Date 16/06/08
Issued by [Handwritten] Signature _____ Date 16/06/08
Received by [Handwritten] Designation SIT Signature _____

GPK 5616-2/m Bk-7/2007



REPUBLIC OF KENYA

1130247

COUNTER REQUISITION AND ISSUE VOUCHER

Ministry MW & I Dept./Branch S&I & WR Unit 444
To (issue point) Stores listed below to (point of use) SDD/S&I & R WR Please issue the stores

Code No.	Item Description	Unit of Issue	Quantity Required	Quantity Issued	Value	Remarks Purpose
1	Toner 12A	No.	1	1		CHENO
2	Photo copying paper	Rm	2	2		
4	Biros	No.	20	20		
5	Tissues	No.	4	4		
6	Flash disk	No.	2	1		
7	Envelopes A4	No/Pkt	2	2		
8	Sate cloth	No.	1	1		

Account No. 890
Requisitioning Officer J. E. KARIEJA Designation SM/S&I & WR Date 10/6/08
Issued by [Handwritten] Signature _____ Date 10/6/08
Received by [Handwritten] Designation Secretary Signature _____

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ORIGINAL



2272475

REPUBLIC OF KENYA COUNTER REQUISITION AND ISSUE VOUCHER

Ministry Water Dept./Branch Wm Unit _____
To (issue point) Stores Please issue the stores
listed below to (point of use) Wm

Code No.	Item Description	Unit of Issue	Quantity Required	Quantity Issued	Value	Remarks Purpose
1.	Tanner 45A	Bo	5	2	-	D454978
2.	Tanner 12A	Bo	5	3	-	C792260
3.	Photocopyy ppts	Bns	3	1	-	A454983
4.	penel	ppts	4	1		

Account No. _____ Date 12/1/08
Requisitioning Officer K. Ondieki Designation Wm Signature _____
Issued by K. Ondieki Signature _____ Date 15/1/08
Received by K. Ondieki Designation Wm Signature _____

GP 5616-20m Bts-7/2007

15/1/08

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REPUBLIC OF KENYA COUNTER REQUISITION AND ISSUE VOUCHER

Ministry MW&I Dept./Branch TW Unit 302
To (issue point) STORES Please issue the stores
listed below to (point of use) TW

Code No.	Item Description	Unit of Issue	Quantity Required	Quantity Issued	Value	Remarks Purpose
1	EXT CABLE	NO	3	0.5		
2	PHOTOCOPYING PAPER	REAM	1	1		D454983
3	FILE FOLDERS	NO	200	615		
4	PENCILS	PKA	1	1200		
5	TONER 53A	NO	1	1		D454988
6	TONER 12A	NO	1	1		C792260
7	SPIRAL SMALL	NO	200	95		

Account No. _____ Date 17/06/2008
Requisitioning Officer D.T. Mogusu Designation D/TW Signature _____
Issued by Wm Signature _____ Date 17/6/08
Received by Wm Designation Wm Signature _____

GP 5616-20m Bts-7/2007

Form S 11

1030 TM

ORIGINAL

Approved

APPROVED
CHAMO
23/7/08



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23/7/08

REPUBLIC OF KENYA

COUNTER REQUISITION AND ISSUE VOUCHER

Ministry Water & Irrigation Dept./Branch Personnel Unit NB1
To (issue point) Stores Please issue the stores
listed below to (point of use) CHAMO

Code No.	Item Description	Unit of Issue	Quantity Required	Quantity Issued	Value	Remarks Purpose
1	Toner 12A (HP Laser jet 92612A)	NO.	1	1	-	292260
2	Toilet papers	NO.	8	4		
3	Marker pens	NO.	4	4		
4	Pencils	NO.	6	6		
5	Field Notebooks	NO.	6	6		
6	Foamdene Serviette	NO.	2	0/5		

Account No. _____ Date _____
Requisitioning Officer M. M. K. O. Designation CHAMO Signature _____
Issued by U. K. M. Signature _____ Date 23/7/08
Received by Ester Designation Sec Signature _____

GP 5616-20m Bks-7/2007

Form S 11

Approved

ORIGINAL

16/10/08 - 2140219

REPUBLIC OF KENYA

COUNTER REQUISITION AND ISSUE VOUCHER

Ministry Water & Irrigation Dept./Branch _____ Unit SSB
To (issue point) STORES Please issue the stores
listed below to (point of use) ADIME

Code No.	Item Description	Unit of Issue	Quantity Required	Quantity Issued	Value	Remarks Purpose
1	Photo papers	NO.	2 Reams	0/5		
2	Ball pens	NO.	8	8		
3	Pencils	NO.	8	8		
4	Flash Disc	NO.	2	0/5		
5	Toner No 12A	NO.	1	1	-	292260
6	Gift of Tape	NO.	1	1		
7	toner 4914	NO.	1	1	-	454978

Account No. _____ Date _____
Requisitioning Officer J. K. A. BEIT Designation ADIME Signature _____
Issued by U. K. M. Signature _____ Date 16/10/08

703014

Approved
[Signature]



2272493

REPUBLIC OF KENYA

COUNTER REQUISITION AND ISSUE VOUCHER

Ministry MW\$ I Dept./Branch DD/TW Unit 302
To (issue point) STORES Please issue the stores
listed below to (point of use) DD/TW

Code No.	Item Description	Unit of Issue	Quantity Required	Quantity Issued	Value	Remarks Purpose
1	PHOTO COPYING	Ream	5	5/5		
2	TONER 12A	Nº	2	2		- CA2260
3	LOOSE LEAF	Nº	30	0/5		
4	CD'S	PKT	2	1/5		
5	PENCILS	PKT	1	12		
6	TONER 136	Nº	2	2		- DC09429
7						

Account No. _____ Date 16/10/08
 Requisitioning Officer D.T. Mogusu Designation DD/TW Signature [Signature]
 Issued by [Signature] Signature _____ Date 16/10/08
 Received by Wanyo Designation SOO Signature [Signature]

GPB 5616-20m Bks.-7/2007

Form S 11

Approved
[Signature]

ORIGINAL



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REPUBLIC OF KENYA

COUNTER REQUISITION AND ISSUE VOUCHER

Ministry MW\$ I Dept./Branch TRANS BOUNDARY Unit 302
To (issue point) STORES Please issue the stores
listed below to (point of use) TW/NBI

Code No.	Item Description	Unit of Issue	Quantity Required	Quantity Issued	Value	Remarks Purpose
1	PHOTOCOPYING PAPER/REAMS		5	2		- DK54978
2	FILE FASTENER	PKT	1	1		
3	TONER 53A	Nº	2	2		- D454988
4	ENVELOPES A4	Nº	100	2 PKT		
5	TONER 12A	Nº	1	1		- C792260
6	LOOSE LEAF	Nº	20	0/5		
7	BIROS	PKT	1	0/5		

Account No. _____ Date _____
 Requisitioning Officer D.T. Mogusu Designation DD/TW Signature [Signature]
 Issued by [Signature] Signature _____ Date 9/12/08
 Received by Wanyo Designation SOO Signature [Signature]

GPB 5616-20m Bks.-7/2007

2272471



REPUBLIC OF KENYA

COUNTER REQUISITION AND ISSUE VOUCHER

Ministry MW \$I Dept./Branch _____ Unit 332/302
 To (issue point) STORES Please issue the stores
 listed below to (point of use) NDI TW

Code No.	Item Description	Unit of Issue	Quantity Required	Quantity Issued	Value	Remarks Purpose
1	PHOTOCOPYING PAPER	REAM	3	3	- 8454983	
2	TONER 53A	N ^o	3	3	- 0254988	
3	TONER 12A	N ^o	1	1	- 0792260	
4	SAFE CLOTH	N ^o	2	0		
5	EXT CABLE	N ^o	3	15		
6	BIROS	PKT	1	25		
7	PENCILS	PKT	1	12		

Account No. _____ Date _____
 Requisitioning Officer: [Signature] Designation NDI TW Signature [Signature] Date 11/8/08
 Issued by: [Signature] Signature _____ Date _____
 Received by: Wang Designation Sec Signature [Signature]

GPK 5616-20m Bks-7/2007

2272474



REPUBLIC OF KENYA

COUNTER REQUISITION AND ISSUE VOUCHER

Ministry Water Dept./Branch WKM Unit _____
 To (issue point) Stores Please issue the stores
 listed below to (point of use) WKM

Code No.	Item Description	Unit of Issue	Quantity Required	Quantity Issued	Value	Remarks Purpose
1.	Tonner 49A	N ^o	5	3	- 0454978	
2.	Tonner 12A	N ^o	5	3	- 0792260	
3	Photocopying paper	ream	3	1		
4.	penes	PKB	4	2 (25)		
5.	Stapling machine	N ^o	1	1		
6.	Tonner 56A	N ^o	5	NIL		
7.	Tonner 57A	N ^o	5	4	- 0509496	

Account No. _____ Date 18/8/08
 Requisitioning Officer: [Signature] Designation WKM Signature [Signature]
 Issued by: [Signature] Signature _____ Date 18/8/08
 Received by: [Signature] Designation WKM Signature [Signature]

GPK 5616-20m Bks-7/2007

Approved

25/11/08



REPUBLIC OF KENYA

COUNTER REQUISITION AND ISSUE VOUCHER

Ministry MWLI Dept./Branch TRANSBOUNDARY Unit 462
 To (issue point) STORES Please issue the stores listed below to (point of use) TW/NBI

Code No.	Item Description	Unit of Issue	Quantity Required	Quantity Issued	Value	Remarks Purpose
1.	Photocopy papers	ream	5	2	-	5454983
2.	TISSUE	NO.	16	///		
3.	TONER 12A	NO.	1	1	-	292260
4.	Flash disk	NO.	4	0/5		
5.	PINS Paper	PKT	2	2		
6.	YELLOW ALUM stickers	NO.	2	2		
7.	Crips (Paper)	NO.	2	2		

Account No. _____ Date _____
 Requisitioning Officer M. W. MUNGU Designation SGWI Signature [Signature]
 Issued by Katungu Signature [Signature] Date 25/11/08
 Received by M. W. MUNGU Designation SGWI Signature [Signature]

GPK 5616-20m Bks.-7/2007



REPUBLIC OF KENYA

COUNTER REQUISITION AND ISSUE VOUCHER

Ministry Water Dept./Branch WRM Unit _____
 To (issue point) WRM STORES Please issue the stores listed below to (point of use) WRM

Code No.	Item Description	Unit of Issue	Quantity Required	Quantity Issued	Value	Remarks Purpose
1.	Tonnay 49A	NO	4	2	-	5454983
2.	Tonnay 12A	NO	4	2	-	292260
3.	Penrels	PKTS	4	4 NO.		
4.	Photocopying paper	ream	4	2	-	5454983
5.	CDS	PKTS	5	0/5		
6.	Bro red	PKTS	2	10		
7.	Bro red	PKTS	2			

Account No. _____ Date 27/11
 Requisitioning Officer K. Gadhoke Designation Hydrologist Signature [Signature]

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ORIGINAL

Form S 11



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REPUBLIC OF KENYA

COUNTER REQUISITION AND ISSUE VOUCHER

Ministry OFFICE OF PARASTATAL DEPT./BRANCH ELECTRICAL Unit _____
 To (issue point) STATE STORES Please issue the stores
 listed below to (point of use) OFFICE 464

Code No.	Item Description	Unit of Issue	Quantity Required	Quantity Issued	Value	Remarks Purpose
1.	12A TONER	No.	1	1	-0992260	16/9/08
2.	Fluoh base	No.	1	1		
3.	PHOTOCOPIY PAPER	Km	2	1-0454983		

Account No. _____ Date _____
 Requisitioning Officer Abime Designation CSE Signature _____
 Issued by Kalungu Signature _____ Date 16/9/08
 Received by Abime Designation CSE Signature _____

GPK 109-20m Bks.-12/2005

18/10/08

2710251



REPUBLIC OF KENYA

COUNTER REQUISITION AND ISSUE VOUCHER

Ministry MW & I Dept./Branch TRANSBOUNDARY Unit 302
 To (issue point) STORES Please issue the stores
 listed below to (point of use) _____

Code No.	Item Description	Unit of Issue	Quantity Required	Quantity Issued	Value	Remarks Purpose
1	PHOTOCOPIY PAPER	Ream	5	2	-0454983	
2	EXT CABLE	No	1	075		
3	TISSUE	No	16	-		
4	TONER 12A	No	1	1	-0992260	
5.	BIROS	PKT	1	075		
6	ENVELOPES A5	No	100	015		
7	TONER CARI 136	No	2	2	-0009429	

Account No. _____ Date _____
 Requisitioning Officer D.J. Mogwe Designation DOT/W Signature _____
 Issued by Citrus Signature _____ Date 18/10/08
 Received by Weka Designation CSE Signature _____

Approved
21/8/08

ORIGINAL

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2272472



REPUBLIC OF KENYA

COUNTER REQUISITION AND ISSUE VOUCHER

Ministry MW&I Dept./Branch TW Unit 302
 To (issue point) STORES Please issue the stores
 listed below to (point of use) TW

Code No.	Item Description	Unit of Issue	Quantity Required	Quantity Issued	Value	Remarks Purpose
1	PHOTOCOPIING PAPERS	Ream	5	2	-	454983
2	Cartridge 136	No	5	5	-	454929
3	Cartridge 132	No	5	NIL		
4	TONER 12A	No	1	1	-	454987
5	PENCILS	PKT No	12	12		
6	Ext cable	No	3	NIL		
7	FILE folders	No	100	NIL		

Account No. _____ Date 21/8/08
 Requisitioning Officer S.T. Mogusya Designation DD TW Signature _____
 Issued by [Signature] Signature _____ Date 21/8/08
 Received by [Signature] Designation EC Signature _____

GPK 5616-20m Bks-7/2007

Approved
21/9/08

ORIGINAL



Approved
21/9/08

REPUBLIC OF KENYA

COUNTER REQUISITION AND ISSUE VOUCHER

Ministry Water & Irrigation Dept./Branch Personnel Unit NR1
 To (issue point) Store Please issue the stores
 listed below to (point of use) CHMO

Code No.	Item Description	Unit of Issue	Quantity Required	Quantity Issued	Value	Remarks Purpose
8	Tonner 12A	No.	1	1	-	454987
9	Counter book	No.	2	2	-	454980
10	Conquerer	Reams	1	1		

Account No. _____ Date _____
 Requisitioning Officer Manella KC Designation CHMO Signature _____
 Issued by E. Kulingula Signature _____ Date 21/9/08
 Received by [Signature] Designation Sec Signature _____

Approved
3/6/08

ORIGINAL- 1050 /



2272453

REPUBLIC OF KENYA
COUNTER REQUISITION AND ISSUE VOUCHER

Ministry NW & I Dept./Branch TW Unit 302
To (issue point) Stores Please issue the stores listed below to (point of use) TW

Code No.	Item Description	Unit of Issue	Quantity Required	Quantity Issued	Value	Remarks Purpose
1	Photocopying papers	Reams	5	2	-	D454983
2	Ext. cables	NO	3	Nil		
3	Tonne no 53A	NO	3	2	-	D454988
4	Tonne no 12A	NO	3	2	-	C403593
5	SPRIBALS (assorted)	NO	200	Nil		
6	Binding Covers	pkts	1	1		
7	file fasteners	NO	1	1		

Account No. _____ Date 2/06/08
Requisitioning Officer D.T. Mogusu Designation DD TW Signature [Signature]
Issued by E. Kitinganda Signature [Signature] Date 3/6/08
Received by Wang Designation SOE Signature [Signature]

GP 5616-20m Bks-7/2008

Form S 11

Approved
[Signature]

ORIGINAL



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REPUBLIC OF KENYA
COUNTER REQUISITION AND ISSUE VOUCHER

Ministry WATER & IRR Dept./Branch WATER Unit DD/EE
To (issue point) Stores Please issue the stores listed below to (point of use) GROUNDWATER EXPLORATION

Code No.	Item Description	Unit of Issue	Quantity Required	Quantity Issued	Value	Remarks Purpose
1.	paper lunch	NO.	4	3		
2.	staplers	NO.	4	3		
3.	staples	PKT	4	4		
4.	pencils	PKT	2	24		
5.	erasers	NO.	10	10		
6.	H/cover book	No.	5	5	-	D454980
7.	scissors	No.	4	0/1		

Account No. _____
Requisitioning Officer Nacharia Designation DD/EE Signature [Signature] Date 3/6/08
Issued by [Signature]

Approved
12/15/05



REPUBLIC OF KENYA COUNTER REQUISITION AND ISSUE VOUCHER

Ministry Water & Irrigation Dept./Branch Resources Unit Stores
To (issue point) Stores Please issue the stores listed below to (point of use) 239 (DD/OP)

Code No.	Item Description	Unit of Issue	Quantity Required	Quantity Issued	Value	Remarks Purpose
1	Toner 12A	No.	1	1	-0792260	
2	short hand note bk	No.	10	015		
3	photo copy papers	resins	5	3		
4	Self adhesive labels	pkt	1	1		D 45 4983
5	Folders (red)	No.	20	015		
6	Toner 49A	No.	1	1		
7	Flash Disk	No.	2	1		- in respect of

Account No. _____
Requisitioning Officer K. Mwayi Designation AA/OP Signature [Signature]
Issued by [Signature] Signature _____ Date 12/15/05
Received by Margaret Karis Designation Typist Signature [Signature]

GPB 5616-20m Bks-7/2004

Approved
[Signature]



REPUBLIC OF KENYA COUNTER REQUISITION AND ISSUE VOUCHER

Ministry M.W.S.I Dept./Branch TW Unit _____
To (issue point) Stores Please issue the stores listed below to (point of use) _____

Code No.	Item Description	Unit of Issue	Quantity Required	Quantity Issued	Value	Remarks Purpose
1	PHOTOCOPYING PAPERS/Ream		1	01		
2	Toner 12A	No	2	2	-0792260	
3	BIROS	No	10	015		
4	YELLOW STICKERS	No	1	1		
5	pritt glue	No	1	1		
6	paper clips	PKT	1	1		
7	pencils	No	2	2		

Account No. _____ Date 16-09-08
Requisitioning Officer Wanjera R.M Designation AD/PW Signature [Signature]
Issued by [Signature] Signature _____ Date 12/19/08
Received by Wanjera R.M. Designation AD/PW Signature [Signature]



Annex 1057 (ii)

MINISTRY OF WATER AND IRRIGATION

Telegrams: "MAJI", NAIROBI
Telephone: 2716103
Fax: NAIROBI, 2726830/2727622

PERMANENT SECRETARY,
MAJI HOUSE, NGONG ROAD
P.O. BOX 49720-00100,
NAIROBI.

OUR REF. No.: MWI/ORG/1/19 VOL. IV/(5)
DATE: 25TH NOVEMBER, 2009

Mr. Michael Waweru,
Commissioner General,
Kenya Revenue Authority,
P.O. Box 48240-00100,
NAIROBI

Dear

REPLACEMENT OF 2 No. PASSENGER LIFTS AT MINISTRY OF WATER AND IRRIGATION HEADQUARTERS (MAJI HOUSE), NAIROBI

REFUND OF VAT OF KSHS 1,322,620.50

Reference is made to this office letter ref. No. MWI/ORG/1/19 VOL. III/(2) of 29th May, 2007 (copy attached) requesting for a refund of the above specified money which had been paid to your Domestic Taxes Department. Receipt of the amount was acknowledged vide letter ref. No. DTD/LTO/COMP & DEBT of 14th April, 2007.

As explained in our letter under reference, the amount had been deducted from advance payments made to the Contractor M/S Mits Electrical Co. Ltd, P.O. Box 76187, Nairobi to enable her pay the manufacturer to commence manufacturing of lifts in Thailand. This was done in accordance with your regulations (deductions from the source and remittance to your account) without knowing that payment was to be made to Customs and Excise Department.

On presentation of the Domestic Taxes Department payment documents to the Commissioner of Customs and Excise, Mombasa Branch, for the purpose of clearing the lifts, he declined to honour the payments purportedly because the two departments have different functions and financial transactions. He advised the Ministry to pay afresh before the lifts are released and claim Kshs 1,322,620.50 from Domestic Taxes Department. The Ministry paid again as advised.

The purpose of this letter therefore is to request your office to assist the Ministry get the refund because Domestic Taxes Department have not responded to our request. The department has been contacted over telephone but always say that they will check their records and respond. Attached please find the relevant documents on the issue for your ease of reference.

Please take the necessary action accordingly.

Yours

**ENG. DAVID N. STOWER, CBS, OGW,
PERMANENT SECRETARY**

CC

Mr. S. M. Gatumbu,
Controller & Auditor General,
P.O. Box 30084-00100,
NAIROBI.

Mr. Patrick G. Gichohi,
Clerk to National Assembly,
P.O. Box 41842-00100,
NAIROBI.

OUR REF. No.: MWI/ORG/1/19 VOL. IV/(5)

DATE: 5TH NOVEMBER, 2009

Annex 1057 (ii)

Mr. Michael Waweru,
Commissioner General,
Kenya Revenue Authority,
P.O. Box 48240-00100.

NAIROBI

Dear

**REPLACEMENT OF 2 No. PASSENGER LIFTS AT MINISTRY OF WATER
AND IRRIGATION HEADQUARTERS (MAJI HOUSE), NAIROBI**

REFUND OF VAT OF KSHS 1,322,620.50

Reference is made to this office letter ref. No. MWI/ORG/1/19 VOL. III/(2) of 29th May, 2007 (copy attached) requesting for refund of the above specified money which had been paid to your Domestic Taxes Department. Receipt of the amount was acknowledged vide letter ref. No. DTD/LTO/COMP & DEBT of 4th April, 2007.

As explained in our letter under reference, the amount had been deducted from advance payments made to the contractor M/S Mits Electrical Co. Ltd, P.O. Box 76187, Nairobi to enable her pay the manufacturer to commence manufacturing process of lifts in Thailand. This was done in accordance with your regulations (deduction from the source and remittance to your account) without knowing that this was supposed to be paid to Customs and Exercise Department.

On presentation of the Domestic Taxes Department payment documents to the Commissioner of Customs and Exercise, Mombasa Branch, for the purpose of clearing the lifts, he declined to honour the payments purportedly because the two departments have different functions and financial transactions. He advised the Ministry to pay afresh before the lifts are release and claim Kshs 1,322,620.50 from Domestic Taxes Department. The Ministry paid again as advised.

The purpose of this letter therefore is to request your office to assist the Ministry get the refund because Domestic Taxes Department have not responded to our request. The department has been contacted over telephone but always say that they will check their records and respond.

Attached please find relevant documents on the issue for your ease of reference.

Please take the necessary action accordingly.

Yours

**ENG. DAVID N. STOWER, CBS, OGW,
PERMANENT SECRETARY**

CC

Controller & Auditor General,
P.O. Box 30084-00100,
NAIROBI.

Clerk to National Assembly,
P.O. Box 41842-00100,
NAIROBI.



MINISTRY OF WATER AND IRRIGATION

Telegrams: "WATER", Nairobi
Telephone: Nairobi 2716103
Fax: 2727622

PERMANENT SECRETARY
MAJI HOUSE
NGONG ROAD
P.O. BOX 49720-00100,
NAIROBI.

OUR REF: MWI/ORGA/1/19 VOL. II/(126)
DATE: 21ST MARCH, 2007

COMMISSNER OF VAT,
NAIROBI

REPLACEMENT OF 2 NO. PASSENGER LIFTS AT MAJI HOUSE

W.P. ITEM NO. D20 NB 301 – JOB NO. 1730J

CONTRCT SUM: KSHS 10,482,460.00

CLEARANCE OF LIFTS AT MOMBASA PORT - VAT

The above equipment are at Mombasa Port, awaiting clearance.

When we made an advance payment of Kshs 7,132,590.00, for importation of the lifts, we paid the contractor Kshs 6,148,784.50 and VAT of Kshs 983,805.50 to your department (ref copies of cheque No. 00611804 17th January, 2005 and Withholding VAT Cetrificate No. 496495 attached).

According to the assessment by your Mombasa office, the total sum for customs & Exercise is Kshs 1,549,946.20 of which VAT is Kshs 1,322,620.79. Encloses please find a cheque No. 009448 of Kshs 338,815.00 to meet the VAT difference..

We kindly request you to communicate with your Mombasa office that you have so far received a total of Kshs 1,322,620.79 towards VAT.

The Contractor, M/S Mits Electrical Co. Ltd will pay other taxes and duties.

ENG. MAHBOUB M. MAALIM, C.B.S
PERMANENT SECRETARY.

Encl.

CC

Permanent Secretary,
Ministry of Roads and Public Works,
P.O. Box 30260,
NAIROBI.

Managing Director,
Mits Electrical Co. Ltd,
P.O. Box 76187,
NAIROBI.



Kenya Revenue Authority

VALUE ADDED TAX DEPARTMENT

Certificate No. 4966495

WITHHOLDING VAT CERTIFICATE

17/1/2005

PAYMENT PERIOD

This certificate entitles the supplier named below to deduct the amount of Tax shown thereon on the next VAT Return to the Commissioner

NAME OF SUPPLIER: M/S Electric Lamping Ltd PIN:

ADDRESS: Box 76157 Nairobi VAT NO:

TAX DEDUCTED KSHS	983,805.50	PAYMENT REFERENCE NO	MW02/0081/17/495
Charge no.	006119		

I certify that the tax indicated above has been paid over to the Commissioner of the Value Added Tax, Nairobi.

NAME OF WITHHOLDING AGENT: Ministry of Water & Irrigation SIGNATURE: [Signature] DATE: 17/1/05

DESIGNATION: Accountant WITHHOLDING AGENT NO: MW02/0081/17/495 PIN: 00570985605

Ministry of Water and Irrigation
P.O. Box 43721 - Nairobi

PAYER'S STAMP

VAT 32A

31/1/2005

GOVERNMENT OF KENYA
CENTRAL BANK OF KENYA
BANKI KUU YA KENYA



Date 20/03/2007

NAIROBI

Schedule No. 31261

Item No. 2

09-001

Pay COMMISSIONER OF VAT

Or Order KSh

*****338,815.00

Kenya Shillings Three Hundred Thirty Eight Thousand Eight Hundred Fifteen
And Cents Zero

VALID FOR SIX MONTHS FROM DATE OF ISSUE

Authorized Signatory

Not Negotiable
A/C Payee Only

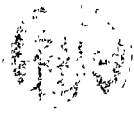
MINISTRY OF WATER AND IRRIGATION -
COMPONENT - 20

Cheque Number

Bank Code

Account Number 020

Authorized Signatory



Kenya Revenue Authority

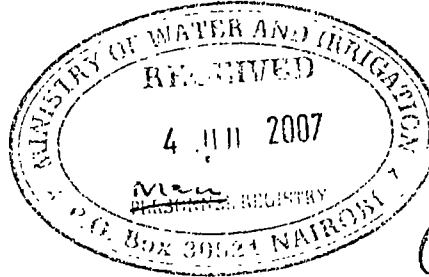
Customs Services Department

URGENT

HQ/IMP/6

20th June 2007

The Permanent Secretary
Ministry of Water and Irrigation
P.O. Box 49720 - 00100
NAIROBI



CFO
ADTEE ✓

Dear Sir,

RE: PAYMENT FOR 2 PASSANGER LIFTS AGAINST ENTRY NO. 2007 MSA 611355 VIDE CHEQUE NO. 009973 OF 15-06-07.

We acknowledge receipt of the above cheque for payment of taxes due on the 2 passenger lifts imported by yourselves through MITS Electrical Co. Ltd. of Kshs. 1,534,700/-

Please arrange to clear the goods from the port once the entry is passed.

Yours faithfully,

J. O. OLELA
FOR: COMMISSIONER OF CUSTOMS SERVICES



Kenya Revenue Authority

DOMESTIC TAXES DEPARTMENT

LARGE TAXPAYERS OFFICE
lto@kra.go.ke

4th April, 2007

DTD/LTO/COMP & DEBT

The Permanent Secretary,
Ministry of Water & Irrigation,
P.O. Box 49720 – 00100
NAIROBI.

PAYMENT OF KSHS.1,322,620.50

Your letter of 21st March, 2007 ref. MWI/ORG/1/19/VOL.II/(126) on the above captioned refers.

We confirm having received Kshs.983,805.50 on 24th January, 2005 and Kshs.338,815.00 on 23rd March, 2007 which totals to Kshs.1,322,620.50/=.

J.G. Ndegwa
Ndegwa J.G
Deputy Commissioner
Large Taxpayers Office

Permanent Secretary,
Ministry of Roads and Public Works,
P.O. Box 30260,
NAIROBI.

Managing Director,
Mits Electrical Co. Ltd., ✓
P.O. Box 76187,
NAIROBI.

OUR REF: MWI/ORG/1/19 VOL. III/(2)
DATE: 29TH MAY, 2007

COMMISSIONER OF VAT,
DOMESTIC TAXES DEPARTMENT,
KENYA REVENUE AUTHORITY,
P.O. BOX 30742-00100,
NAIROBI.

REPLACEMENT OF 2 NO. PASSENGER LIFTS AT MAJI HOUSE

DELAY IN CLEARING OF LIFTS AT MOMBASA PORT - VAT PAYMENT

This office letter ref NO. MWI/ORG/1/19 VOL. II/(29) of 21st March, 2007 (copy attached) addressed to you regarding the above issue refers. Despite the VAT payment of Ksh 1,322,620.50 made to your office and acknowledged vide your letter ref. NO. DTD/LTO/COMP & DEBT of 4th April, 2007 (copy attached), the lifts have to date not been cleared.

According to the office of the Commissioner of Customs and Excise Department, Mombasa branch, his department does not recognize payment made to you because the two departments deal with different transactions. He advised that we pay afresh directly to his Mombasa Branch before lifts are cleared and released.

We can then lounge a refund claim from your department.

The purpose of this letter therefore is to request you as a matter of urgency to refund the Ministry, Kshs 1,322,620.50 to pay Customs & Excise Department, Mombasa to clear and release the lifts and hence avoid accumulation of demurrage and other charges including deterioration of the equipment.

ENG. Mahboub M. Maalim, C.B.S

ENG. MAHBOUB M. MAALIM, C.B.S, O.G.W
PERMANENT SECRETARY

CC

Permanent Secretary,
Ministry of Finance/ Treasury,
P.O. BOX 30007,
NAIROBI

REPUBLIC OF KENYA

PAYMENT VOUCHER

(VOTED PROVISION)

Payees Name and Address: **COMMISSIONER OF CUSTOM SERVICES DEPARTMENT**

Particulars :	LPO/LSO No.	Invoice No.	AMOUNT	
			Shs.	Cts
Being payment to the above named being taxation of lifts purchased by the Ministry of Water and Irrigation through their agent-Mits Electrical Co. Ltd. Vide the attached Internal memo and KRA form Q63.			1,534,700	00
			1,534,700	00

**GOVERNMENT OF KENYA
CENTRAL BANK OF KENYA
BANKI KUU YA KENYA**

NAIROBI

Schedule No 319664

Item No 7



Date 15/06/2007

ts.

09-001

Pay **COMMISSIONER OF CUSTOM SERVICES**
 Kenya Shillings **One Million Five Hundred Thirty Four Thousand Seven Hundred And Cents Zero**

Or Order KSh *****1,534,700.00

VALID FOR SIX MONTHS FROM DATE OF ISSUE

**MINISTRY OF WATER AND IRRIGATION
DEVELOPMENT - 20**

Cheque Number 4473

Bank Code 008807

Account Number 01-010-D020

⑈0099731:0900171:1100 010102020⑈

Balance

KShs. _____

Signature _____
Accounting officer/District Accountant*

Date _____ Signature _____
Accountant i/c VBC

Date _____

Vote	Head Administration	Sub-Head	HQrs	Item	AMOUNT	
A.I.E NO.	Account No.	Dept. Vch. No.	Station	CASH BOOK	Shs.	Cts.
				Vch. No. Date		
D-20						
06/07	1-567-000-2220201	008807			1,534,700	00

*Delete inapplicable title

IMPORTS/EXPORTS/TRANSIT/WAREHOUSING DECLARATION

KENYA REVENUE AUTHORITY, CUSTOMS & EXCISE DEPARTMENT

1. Exporter/Consignee MITSUBISHI CORPORATION 2-7-3 CHIYODA-KU TOKYO		2. Clearance Office Code MSA	3. Regime Code C4	4. Frontier Office Code KLD	FOR OFFICIAL USE DECLARATION NO. 2007MSA 611355 DATE 15/02/2007	
5. Importer/Consignee MITS ELECTRICAL COMPANY LIMITED 30100 NAIROBI		6. Date of Arrival/Departure 25/01/2007	7. AWB/B/L No. LCHMBA070000005	8. Mode of Transport Sea	9. Nationality of Transport SG	10. Total Items 1
18. Declarant/Agent SKY LINE GLOBAL SERVICES LTD NAIROBI		11. Total Packages 35	12. Country of Origin TH	13. Account holder No./Prepayment Account No.	14. Port of Destination KLD	15. Guarantee No.
19. C/W/CI#1st Dest. SG		20. Declarant Reference 3677	21. Valuation method/rating ACV	16. Bond amount 0	17. Bond Security No. N/A	22. Bank/Branch Ref.
24. Mode of Transport Sea	25. Nationality of Transport SG	26. Place of Discharge/Loading CNT /Laem Chabang	27. Terms of Delivery 200	28. Terms of Payment	29. Estimated Period in Warehouse/Transit	30. Declaration Preferences 3677
31. Warehouse Code/Name/Address No Description	32. R/O Number Port RO : TBD	33. Vehicle Owner/Driver	34. VTA (Country of Transit)	35. Seal Nos.	36. Total Customs Value 8185071.864	37. Total Gross Weight 13394

em no. 01	a. Shipping Marks & Nos./Container No. PCIU4498550 1X40FT	b. CPC C400	c. Commodity Code 842810 00	d. Net weight (KG) 12013
e. Goods Description 2 sets of mitsubishi nexway-aw elevators		f. Currency USD	g. Exchange Rate 69.798	h. Invoice Value 113183
i. License Number 2005 N0512051760		j. Unit of Quantity UN	k. Country of Origin TH	l. Customs Value 8185071.864
m. License Value/Quantity		n. Freight 244292.3	o. Insurance 585	p. Quantity 2
r. License Value/Quantity Deducted		s. Type of Package PK	t. Other Costs 0	u. Agreement Code
v. Type of Package PK		w. Number of Packages 35	x. Proceeding Document Ref.	

REVENUE INFORMATION

Y. Duty/Tax Type	aa. Duty/Tax Base	bb. Rate	cc. Value of Duty/Tax Due	dd. Duty/Tax Due	z. Attached Documents			
					Code	Number	Code	Number
I. 320	VAT Value	16%	8185071.864	1309611				
II.								
III.								
				ee. Total Duty/Tax due this item				
				1309611				

37. SUMMARY TOTALS	320				41. Other Charges			
38. This Page	1309611		0	0	Code	Amount		
39. Other Pages	0		0	0	710	225089		
40. Totals	1309611		0	0		0		

42. Grand Total (Duties, Taxes and Other Charges)	1534700	(Net To Pay)	FOR OFFICIAL USE					
---	---------	--------------	------------------	--	--	--	--	--

43. Declaration I, the undersigned of SKY LINE GLOBAL SERVICES LTD (company name) being the agent/principal of... do hereby declare that the information and particulars declared herein are true and complete and accept fully the conditions and requirements attached to the use of the CPC declared herein.		44. Other Charges Code Amount		45. Signature No. 009973 Chs. 1,534,700-00 Received for payment of Import Duty, Excise Duty and VAT Cashier Date	
---	--	----------------------------------	--	--	--