# SHOMAX CONSULTING ENGINEERS

# STRUCTURAL & CIVIL ENGINEERING CONSULTANCY SERVICES

### **COMPANY PROFILE**

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# FIRM'S PROFILE

#### 1. INTRODUCTION

#### 1.1 General

This document has been prepared to outline and detail the scope, qualification and experience available to Shomax Consulting Engineers for the provision of a range of consultancy services in engineering.

#### 1.2 Scope

The document therefore details the firm's fields if expertise, the range of services offered and the experience gained by the firm since its founding. In order to demonstrate the experience gained and the capabilities, a list of selected completed projects including brief descriptive statements of the scope works involved is presented. Various other projects, which the key personnel of the firm have been involved in, have been presented. These are detailed in their respective CVs.

Also included are brief narratives on the key qualifications experiences of typical staff. A detailed breakdown of their experience is presented in their curricula vitae in Appendix in order to show the capabilities for the services offered.

#### 2. THE FIRM'S PROFILE

#### 2.1 General

Shomax Consulting Engineers as established is a multi-disciplinary firm offering independent consulting services right from project conceptualization through to implementation. The firm also provides management support services in the operation and maintenance of completed facilities at the post implementation stage. Shomax Consulting Engineers is registered with the Ministry of Roads as consulting engineers in road works; it is also registered by the Ministry of Works as a consulting engineer in buildings and marine works

The firm was found over 15 years with its head office in Nairobi, Kenya and has since completed various projects whilst others are on-going. The firm has endeavored to continuously expand its known-how and fields of activity. Services offered range from studies and engineering to supervision of the construction and project management.

Presently the firm employs professional staff in excess of 6 numbers and in addition supports staff, all Kenyan nationals. Experience of the technical staff range from 5 to 14 years of professional practice in various fields of specialization.

#### 2.2 <u>Fields of Expertise</u>

The firm's main fields of expertise include:-

- Structural Engineering.
- Highway Engineering (rural and urban roads and bridges)
- Public Health Engineering (Sewerage, drainage and water supplies).
- General Infrastructure Development.
- Irrigation Engineering.

#### 2.3 <u>Clientele</u>

In the main, projects have been completed as follows:

- Private Organizations
- Private Investors
- Government of Kenya
- Parastatals
- Co-operative (SACCO's)

#### **CAPABILITIES AND SERVICES** 3.

The Consultants' capabilities and services in fields as aforementioned cover the following aspects

TYP	E OF SERVICE	SPECIFICATION		
(a)	Project preparation	<ul><li> Project identification.</li><li> Pre-investment studies.</li></ul>		
(b)	Surveys	<ul><li>Soil investigations</li><li>Site and building surveys.</li><li>Hydrological surveys.</li></ul>		
(c)	Studies	<ul><li>Feasibility and investigation.</li><li>Appraisal and evaluation.</li></ul>		
(d)	Planning	<ul><li>Project planning and programming.</li><li>Master planning.</li><li>Physical and land use planning.</li></ul>		
(e)	Designing and Engineering	<ul><li>Preliminary design.</li><li>Variant evaluation/appraisal.</li><li>Final design.</li><li>Contract documentation</li><li>Cost estimating and bid evaluation.</li></ul>		
(f)	Project management	<ul><li>Time and cost control.</li><li>Management and project organization.</li><li>Supervision of construction.</li></ul>		
(g)	Implementation	<ul><li> Procurement services.</li><li> Supervision of construction.</li></ul>		
(h)	Operation and maintenance	<ul><li>Operation and maintenance systems.</li><li>Routine inspections.</li><li>Rehabilitation schemes.</li></ul>		

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# **EXPERIENCE**

#### 4. **EXPERIENCE**

#### 4.1 General

Over its activity period, the firm has gained appreciable experience in design in design, tender documentation and evaluation and construction supervision of building structures and the associated external civil works. The firm has also carried out assignment and structural inspections to rehabilitate building structures.

Additional, available to the consultants includes the design, supervision and contract administration of medium size civil engineering projects. Scope of the works includes earthworks to form embankments and canals, reinforced concrete and steel in structures for irrigation infrastructure.

In the roads sector, experience gained includes survey of rural roads, inventory of road construction material sites and inspection of associated cross drainage structures and reporting on rehabilitation measures., Additionally, experience is in supervision and contract administration of labour based construction and improvement of rural roads.

Roads. A selection of projects carried out is shown below to demonstrate the experience is fields as outlined.

#### 4.2 <u>Experience record</u>

### STRUCTURAL / CIVIL ENGINEERING CONSULTANCY SERVICES

### **Details Of Selected Completed Projects**

ITEM	PROJECT NAME AND LOCATION	SCOPE OF PROJECT	CONSTRUCTION COST [KSHS]	REMARKS
1.	Bungoma Teachers Sacco Plaza, Bungoma	Construction of a Five Storey Office Block	85 Million	See details in project sheet
2.	Susu Centre, Machakos	Construction of a Three Storey Shopping Mall	18 Million	See details in project sheet
3.	Signon Freight Complex, Nairobi	Construction of an Office Block, Warehouses, Cold rooms and a Staff Canteen	156 Million	See details in project sheet
4.	Mosemique Plaza, Westlands, Nairobi	Construction of Eight Storey Office Block	70 Million	See details in project sheet
5.	Banking Hall, Mumias	Construction of a Banking Hall for Sukari Sacco	16 Million	See details in project sheet

6.	Residential Development on Plot LR No.7785/926 Mae Estate, Nairobi	Construction of Two Storey Residential	30 Million	See details in project sheet
7.	Residential House on Plot L.R 15045/2 and 15045/3 Westlands Nairobi	Design and Construction Supervision of Structural and Civil Works for a 6 Bedroom House with a Swimming Pool and associated Facilities	30 Million	See details in project sheet
8.	Proposed Access Road to Mumias Sugar Co. Ltd	Construction of a 2.0km Concrete blocks Access Road, Drainage, Parkings and 0.5km asphalt concrete improvement at Mumias/Bungoma Road Junction.	170 Million	See details in project sheet

### STRUCTURAL/CIVIL ENGINEERING CONSULTANCY SERVICES

### **Details of Selected Ongoing Project**

No	Project Name and Location	Name of Client And Address	Scope of Project	Design Stage	Constructi on Stage	Construction Cost (Kshs.)	Remarks
1.	Multi-Purpose Hall and Conference Centre (Phase I)	Municipal Council of Malindi P. O. Box 371, Malindi	Design and Construction Supervision of Structural and Civil Works for a 600 Capacity Hall	Complete	At 20% completion	74 Million	Construction on Program
2.	Multi-Purpose Hall and Conference Centre (Phase II & III)	Municipal Council of Malindi P. O. Box 371, Malindi	Design and Construction Supervision of Structural and Civil Works for Seminar Rooms, Guest Rooms, Restaurant, 2 No. Blocks of Flats and 5 No. Town Houses	Ongoing		125 Million	Construction to commence on completion of Phase I
3.	Proposed Commercial Development on Plot LR.No.209/1249/2 ,Ngara Estate,Nairobi	Stima Hotel Ltd P.O.BOX 69887,Nairobi	Design and Construction of a 60Bed Hotel	Complete	At 10% completi- on	88 Million	Constructio- on Program

4.	Welcome Home Kenya Project – Modo Mbogo Mwatate Phase I	Welcome Home Society, 6925 King George Highway, Survey, BC Canada, V3W5A1	Design and Construction Supervision of Nursery School, Vocational Training Unit, Dining Hall, 5 Staff Houses, Administration Blocks, Hostels, Manager's House, Subordinates Staff Houses	Ongoing		100 Million	
5.	Welcome Home Kenya Project – Modo Mbogo Mwatate Phase II	Welcome Home Society, 6925 King George Highway, Survey, BC Canada, V3W5A1	Design and Construction Supervision of Primary School, Hostels, 5 No. Staff Quarters, Multi- Purpose Hall and Civil Works	Ongoing		100 Million	Construction to commence on completion of Phase I
6.	PROPOSED GODOWNS ON LR NO.209/11208/2 MOMBASA ROAD	VOMORONO LTD P.O.BOX 11250- 00100 NAIROBI	Design and Construction Supervision of 3No.Warehouses of 15m Portal Frames and 2400m2 Basement	Complete	At 10% completion	120 Million	Construction on Program
7.	PROPOSED OFFICES IN JUBA	ROCK INTERNATION- AL LTD	Design and Construction of Supervision of				

### **Commercial Developments Office Blocks**



#### STRUCTURAL ENGINEERING

Shomax Consulting Engineers has proven expertise in the design and construction supervision of structural elements for a wide scope of building and infrastructure development projects.

Bungoma Teachers Sacco Plaza, Bungoma



State of the art structural engineering design software is utilized.

Bungoma Teachers Sacco Plaza, Bungoma



All drawings including reinforcement drawings and bar bending schedules are computer generated.

Mosemique Plaza, Westlands Nairobi



Mosemique Plaza, Westlands Nairobi

### **Residential Developments**



Structural solutions include seismic, dynamic and blast resistant designs, where appropriate.

House for Mr. T. Wasilwa, Runda Estate, Nairobi



#### **Buildings**

Typical projects include:

- Commercial Developments(Office
- Blocks)
  - Banks
  - Residential Developments
  - Industrial Complexes

House for Mr. T. Wasilwa, Runda Estate, Nairobi



We can produce designs for structures in all media including:

- In situ, precast or prestressed concrete
- Structural steelwork (all sections)

House for Maishilio Ltd Runda Estate, Nairobi



- Aluminium
- Timber (all forms)
- Masonry (brick, block and stonework)
- Composite construction

House for Mr. Chemilil Elgon View, Eldoret



The James Residence, Karen Nairobi.Side veiw



The James Residence Karen, Nairobi.Front Veiw



The James Residence Karen, Nairobi,Rear veiw



Driveway and Landscaping, James Residence Karen

### **Transport Experience**

#### **Highway Maintenance**



Cement Stabilization of the road base

Road condition assessment including inventory surveys

- Routine maintenance management systems
  - Pavement management systems
  - Road maintenance training

Access Road to Mumias Sugar Company,

#### **Contract Documentation**



Company, Drainange Works

#### and Administration

- Preparation of contract documents including contract drawings, bills of quantities, specifications, conditions of contract.
- Adjudication of tenders, financial control, estimates of cash flow and certification of payments, monitoring progress.

Access Road to Mumias Sugar

#### **Project Management and Construction Supervision**



- Supervision of construction including monitoring progress and quality control
  - Inspection of manufacturer's works
- Completion and maintenance inspections
- Establishment of project brief and project objectives

Access Road to Mumias Sugar Company, Road Base Construction



Access Road C33 Junction

- Support for funding applications, advice on finance, quality assurance and budgetary control
- Assistance with or direction of all statutory public consultation procedures
- Establishment of master progamme and procedures

Access Road to Mumias Sugar Company,



Driveway, James Residence Karen

#### **Computer Utilization**

Computer techniques are used at all stages of design and specialist programmes are utilized to carry out the following tasks.

- Traffic planning and economics
- Design layout including mechanical draughting
- Draughting standard details
- Bills of quantities
- Road maintenance programmes

# PERSONNEL CV'S & CERTIFICATION

SHONI, Maxwell Joel

AIDA, Apollo Ogutu

MWANIKI Albert Kung'u

KIBARU Charles Mwangi

MWAURA Eunice

MUMU Faith

Principal Structural Civil Engineer

Senior Structural Civil Engineer

Civil Engineer

Civil Engineer

Accountant

Administrative Assistant

#### **Typical Staff**

The following is a section of personnel the consultants have available on their staff. A short narrative on their qualifications and experience is given, including their detailed CVs in Appendix A.

#### **Design And Supervision**

#### M. J. SHONI

Eng. M. J. Shoni is a Structural Engineer with over 22 years professional practice experience in the design, site supervision and contract administration of numerous building projects. He has been responsible for works up to Kshs. 1 Billion and above and thus gained considerable experience in planning design implementation, cooperation and supervision on these projects. For three years he served as Provincial Structural Engineer at the Coast Province and was charged with the planning control and implementation of all Government projects in the Province. He has been responsible for training and supervision of a number of Junior Engineers including, reporting to the Headquarters.

With over 22 years of professional experience in the design, site supervison and contract administration of numerous building projects. He has overseen the successful completion of several projects valued at Kshs! billion and above

#### A. O. AIDA

Eng. Apollo Ogutu Aida is a registered Engineer with more than 20 years experience in design and supervision of implementation of construction. Experience also includes Structural steelworks design, Repair and refurbishment of old and damaged structures and paved areas.

#### A. K. MWANIKI

Eng. Albert K Mwaniki is a registered Engineer with thirty years professional practice experience. He has carried out studies and road surveys as well as being involved in the design, tender documentation, and costing and site supervision of road works including road structures.

### SHONI, Maxwell Joel

#### PERSONAL DETAILS

Position: Principal Partner

**Profession:** Structural/Civil Engineer

Date of Birth: 1962

**Nationality:** Kenyan

**Current Employer:** Shomax Consulting Engineers

**Years with Firm:** 15 Years



#### PROFESSIONAL PROFILE

A degree in civil engineering majoring in Structural Engineering and a Registered Engineer in Kenya.

17 years of practical experience in both Design and Construction supervision of buildings, infrastructure and marine works in Kenya. Experience also includes feasibility studies, preliminary and detailed engineering designs, soils and materials investigations, cost estimates evaluation of Tenders and Contracts Administration.

Has worked as a Provincial Structural Engineer, Coast Province in charge of the Structural Department's activities in the Province. Also worked as a group leader at MOPW Headquarters in Nairobi where key responsibilities included the training of graduate engineers and technicians.

#### ACADEMIC AND PROFESSIONAL STATUS

**1994:** Corporate Member, Institution of Engineers of Kenya

**1993:** Registered Engineer, Engineers Registration Board

**1987:** Graduate Member, Institution of Engineers of Kenya

**1986:** Bsc. Civil Engineering, University of Nairobi.

#### PROFESSIONAL EXPERIENCE

**1993 - Present** Shomax Consulting Engineers, Nairobi

Principal Partner

Design and Construction supervision of structural, marine and civil works within the Province. In Charge of quality control, material testing, general contract administration, site meetings, progress reports, valuations and preparations of

payment certificates.

#### **Projects Handled in Shomax Consulting Engineers**

#### Gymnasium at the Kenya Navy - Mtongwe

The Project comprised a hall with RC Structural elements beams, slabs and columns, the roof consisted of steel trusses spanning 32 m. The hall housed a basketball court, a squash court, a stage and changing rooms. The rooms the external works compromised a sewer line draining into a septic tank. Services – structural and civil works design for the entire project.

Value of works - Kshs. 15 million.

#### Turbo Jet Maintenance Workshop

The project comprised of single stored building with RC walls, foundations and roof designed to resist blasts from jet engines. The external works consisted of 150 m road and a storm water drain. Services – construction supervision of the works Value of works – Kshs. 10 million.

#### Repairs to Mtongwe Jettu - Kenya Navy

The project comprised refending, of walkway and pontoon and the adjacent seawall. Services – preparation of the BoQ, tender documents and execution of the tendering process.

Value of works - Kshs. 8 million.

#### Mother's Union Youth Centre - Wundanyi

Four storeyed blocks with RC pad foundations, columns beams slabs and timber roof. Value of works – Kshs. 7 million.

#### St. Mary's High School - Lutsa Ngonyi

Two storeyed laboratory comprising RC pad footings, columns, beams and slabs. Services – Structural design of the entire project.

Value of works - Kshs. 4.5 million.

#### Co-operative office - Kwale

Single storeyed office block, Services – structural design of the entire project Value of works – Kshs. 6 million.

#### Proposed DDI Hostel - Matuga

Two storeyed framed structure Services – Site investigation Value of works – Kshs. 30 million

#### St. John's Secondary School - Kaloleni

Storm water drainage for an outpatient block Services – design of the storm water drainage

1990 - 1993 Provincial Structural Engineer

Ministry of Public Works & Housing

Coast Province, Mombasa

Overall responsibility for the Structural Department's

activity in the Province

1990: <u>Ministry of Public Works & Housing</u>

Position: Engineer
Department: Structural

#### **Projects Handled Include:**

Nairobi Remand and allocation Prison - Ward Block

Two storeyed block with twin towers Services – design of the whole building Value of works – Kshs. 20 million

#### Forces Memorial Hospital

Extension to the dining hall, drug store and single standard accommodation.

Services – design and supervision Value of works – Kshs. 6.8 million.

Forces Memorial Hospital

Forces.

#### 1986 to 1990: Ministry of Public Works & Housing

Position: Engineer
Department: Structural

#### **Project Handled Include**

#### Multi-purpose Hall - Thogoto Teachers College

A 30 m x 70 m building with a balcony supported using 30 m span precast concrete frame.

Services – design and detailing of foundation, retaining wall.

Partial supervision of foundation works, attending site meetings all under the direction of a Senior Engineer.

#### Extension of out department at Kabarnet District Hospital

Two storeyed building with a basement

Services – complete design of the project with partial supervision (1989 – 1989)

#### Mathare Nyayo Hospital Phase 1

320-bed hospital consisting of twin blocks, each 3 storey, and 2 blocks of 3 beds roomed flats all 3 storey and all the supportive buildings.

Services – designed of the hospital block and the flats, co-ordination of the design of the rest of the building.

Value of the works - Kshs. 150 million

#### Mkowe District - Kasarani MISC

One storey office block with a flat RC roof slab and a pitched g.c.i. roof (1988 – 1989) Services – design and supervision from commencement to completion Value of works – Kshs. 9 million.

#### Re-roofing MSU - Mathare Mental Hospital

Rehabilitation including waterproofing of the existing RC flat roof slabs and repairs to pitched timber and steel trusses.

Services – design and supervision from commencement to completion Value of works – Kshs. 3.8 million.

#### City Park Hockey Stadium

Venue for the 4<sup>Th</sup> All Africa Games, roofing of the main pavilion (1986 – 1987)

Services - design of steel trusses for the main pavilion.

	of the first floor beam		or games courts (1986 – 1987) se
Languages:	Speaking	Reading	Writing
English Swahili	Excellent Excellent	Excellent Excellent	Excellent Excellent
<b>Certification:</b>			
_	l certify that to the myself, my qualifica		nowledge and belief, these biodata experience.
Signature			Day/Month/Year

Acrobatic Hall - Bomas of Kenya

### AIDA, Apollo Ogutu

#### **PERSONAL DETAILS:**

**Position:** Senior Structural Civil Engineer

**Profession:** Civil Engineer

Name of Firm: Shomax Consulting Engineers

Name of Staff: Apollo Ogutu Aida

**Profession:** Structural Civil Engineer

Date of Birth: May 26, 1961

**Nationality:** Kenyan

**Years with Firm:** 8 Years

Membership in

**Professional Societies:** Engineers Registration Board of Kenya

Registered Engineer (A2009)

**Detailed Tasks Assigned:** Project Co-ordination and Supervision.

#### **KEY QUALIFICATIONS:**

Eng. Apollo Ogutu Aida is a registered Engineer with more than 20 years experience in design and supervision of implementation of construction. Experience also includes Structural steelworks design, Repair and refurbishment of old and damaged structures and paved areas.

#### **EDUCATION:**

Bsc (Hons) in Civil Engineering - University of Nairobi.

Registered Engineer (A2009) - Engineers Registration Board of Kenya.

#### **EMPLOYMENT RECORD**

May 2008 – Shomax Consulting Engineers to date:

#### **Areas of Specialization**

- Reinforced concrete framed structures design.
- Structural steelworks design.
- Precast concrete elements design and construction.
- Repair and refurbishment of old and damaged structures and paved areas.
- Civil works design.

#### Some of the Seminars attended.

- Repair and refurbishment of structures and building destroyed by fire presentation by Malaysian Engineers at Silver Springs Hotel, Nairobi 1991.
- Training on Underground Fuel Storage Tanks Systems presentation by Exxon-Mobil Overseas Engineers at Holiday Inn, Nairobi – 2001.
- 'Work Class Begins With Me' programme at the Kenya Airways Headquarters with the commitment of marking the airline World Class 2001.
- Benefits of using 'Pre-Engineered Steel Buildings, 'Wide-span System' and Reroofing of existing buildings presented by Butler & Juffali Engineers from Saudi Arabia at the Grand Regency Hotel, Nairobi 2002.

Aug 2003 Production Manager

- Mar 2008: <u>Bamburi Special Products Ltd.</u>

- Ensure that plant and equipment is well maintained and in good state of repair to maximize availability for production.
- Ensure that production targets are met in terms of quantity, quality and cost.

- Play a leading role in research and development activities with a view to improving current products and /or introducing new ones.
- Review work performance of staff in the department including their development, deployment, appraisal, training and welfare in accordance with company rules and regulations.
- Supervise expansion and modification work in the factory and oversee the installation and commissioning of new plant and equipment
- Ensure safety, health and environment rules are adhered to at all times.

#### Some of Projects Handled during this period

- Design and supervision of civil works for Nairobi Grinding Plant trucks parking yard
- Design and supervision of erection of structural steelwork sheds over machines at Bamburi Special Products Plant.

July 2001 <u>Property Administration Officer</u>
-July 2003: <u>Properties and Facilities Division, Kenya Airways</u>

#### **Duties:**

- Supervision and implementation of new and rehabilitation of projects at Jomo Kenyatta Int'l Airport, Kenya Airways Headquarters, Barclays Plaza, Directors' Houses and Outstations within budget and time.
- Supervision and maintenance of all building, electrical, mechanical systems and roads within Kenya Airways Headquarters, Offices and lounges at Jomo Kenyatta International Airport, Barclays Plaza Offices and Directors' Houses.
- Maintenance of company inventory assets in liaison with the Company Secretary.
- Responsible for payment of property rates, rents and leases.
- Attending to power outages or breakdowns (including plumbing works) within time specified in the Key Performance Indicators.

1996-2001: Production Engineer

Mugoya Construction and Engineering Limited

#### **Duties:**

#### Concrete Products Unit (Feb. 1996-Mar. 1999)

- Supervise production of precast concrete pipes, paving blocks, ribbed floor slabs and flat slabs including curing, handling, stacking (storage) and loading on trucks.
- Analyse test data and results for sand, aggregates and concrete.
- Design of moulds where necessary for small items like IBDs, Copings and Fencing Posts.
- Job allocation and administration in the unit to maximize production.
- Routine maintenance of Paving Block Machine, Pipe Making Machine, Vibrators and Vibrating Tables.
- Civil works design of parking areas and supervision of laying of paving blocks and concrete pipes

#### Turnkey Projects Unit(April. 1999-June 2001)

- Co-ordination and supervision of structural steelworks projects including preparation of drawings, submission for approval to the consultants, fabrication and erection.
- Preparation of structural steelworks calculations for projects handled on turnkey basis.
- Preparation of structural calculations for member substitutions for sections specified by consulting engineers and not readily available in the market.
- Preparation of quotations for structural steelworks and related items for tenders.

Some of Projects either handled while at Turnkey Projects or supplied with precast concrete products while at the precast factory:

- 1. NSSF Housing Project Embakasi, Nairobi.
- 2. Precast concrete floor slab panels for the New Central Bank Building Nairobi.
- 3. Structural steelworks and roofing for the Conference Room for the New Central Bank Building Nairobi.
- 4. Re roofing of the existing Central Bank Building Nairobi
- 5. New Office Block and Workshops for Atlas Copco Ltd. Embakasi, Nairobi
- 6. New Office for Old Mutual Properties Ltd. Upper Hill, Nairobi
- 7. Kenol/Kobil Stations Naivasha and Nyayo Stadium.
- 8. EPZ Godowns for Transfleet Ltd. Athi River.
- 9. Temporary structures/godowns for New Office Block project for US Embassy- Nairobi and Dar es salaam
- 10. Structural steelworks and roofing for Shoprite Checkers Kampala and Dar es salaam
- Structural steelworks and roofing for Uchumi Supermarkets Ltd. Langata,
   Nairobi.
- 12. Design and supervision of construction/upgrading of lubrication bays for 4No. Mobil service stations in Nairobi

# 1994-1995: <u>Resident Structural Engineer</u> Moi International Airport Improvement Project-Mombasa

#### **Duties:**

- Supervision of all Structural works including setting out, backfilling, formwork,
   reinforcement, concreting and curing.
- Checking that construction materials and equipment are as per the specifications.
- Analysis and interpretation of test data and results for concrete, pile load tests, plate load tests and others.
- Supervision of refurbishment and renovation works to old buildings including external paving areas; walls and waterproofing of flat roofs.

- Preparation of designs and/or checking of designs submitted by the contractor for any works omitted in the original plans.
- Ensured that there was proper co-ordination with the services engineers i.e.
   mechanical and electrical at all times.

#### The building works for this project comprised the following:

- 1. New Passenger Terminal Building
- 2. New V.I.P. Terminal Building
- 3. New General Aviation Offices
- 4. New Water Supply Station
- 5. Renovations to Existing Passenger Terminal Building
- 6. Renovations to Transmitter and Receiver Stations
- 7. Renovations to Air Traffic Control Tower Building
- 8. Extensions to Power Sub-Station B

# 1986 - 1993: <u>Civil & Structural Engineer</u> Ministry of Public Works

#### **Duties:**

- Attended pre-design site meetings, site-inspections and site investigations.
- Isolated and designed structural members and related civil engineering works.
- Prepared structural drawings, bar bending schedules and bills of quantities for the above works.
- Attended site inspections and meetings during the construction of the same works.

### Some of Projects Handled during this period

- 1. GSU Commandants House Ruaraka, Nairobi
- 2. KIMC New Training Wing and Workshop Annex South B, Nairobi
- 3. CMTE Workshops and Office Block Ruiru
- 4. Extensions to Lecture Hall at the Kenya School of Law Nairobi

- 5. KIA Kitchen, Dining and Hostels Nairobi
- 6. Administration Block and Officers' Accommodation Karen, Nairobi
- 7. Family Centre Nakuru Police Housing Phase 2

LANGUAGES:	Speaking	Reading	Writing			
English Swahili	Excellent Excellent	Excellent Excellent				
CERTIFICATION	:					
I, the undersigned certify that to the best of my knowledge and belief, these biodata correctly describe myself, my qualifications and my experience.						
Signature of member of staff  Day/Month/Year						
Signature of authorized representative of firm  Day/Month/Year						
Full Name of member of staff						

Full Name of authorized representative-----

### MWANIKI Albert Kung'u

#### PERSONAL DETAILS

Year of Birth: 1953

**Nationality:** Kenya

Address: P. O. Box 47771 Nairobi

**Profession:** Civil Engineer

#### MEMBERSHIP IN PROFESSIONAL SOCIETIES

Member of Institution of Engineers of Kenya (MIEK)

#### **ACADEMIC PROFILE**

**1974 – 1977** Attended University of Nairobi

Graduated with BSc. 2<sup>nd</sup> Class Honours, (Lower Division)

Degree in Civil Engineering in 1977.

#### PROFESSIONAL EXPERIENCE

2003 to June 2008: Design Branch, Township and Roadside

Development/Departmental Design (T&RD/DD) section.

The section is headed by a Senior Superintending Engineer. While in the Section, I have carried out the following assignments:-

- (i) Processing applications from services providers, Government Departments, Local Authorities, private, companies and individuals for approvals of the use of classified road reserves for the following purposes:-
  - Laying of service lines e.g. electricity cables, telephone cables, fibre optic cables water pipelines oil pipeline, sewer lines etc.
  - Construction of accesses to various developments such as petrol service stations etc.

- Erection of billboard and signboards along road reserves and across road structures
- Installation of street lighting.
- (ii) Design and tender documentation for roads under rehabilitation and construction.
- (iii) Other duties include:
  - Preparation and Evaluation of tenders.
  - Evaluation of Contractors' claims.
  - Other duties as may be delegated by the Section Head.
  - Project Engineer for Mathatani Kaseve KOL Roads Project. The project was for improvement of 40km of selected classified in Machakos District to gravel standards.

Appointed Acting Section Head in October 2007, where my main duty was coordinating the day to day activities of the section.

Retired from the Civil Service in June 2008

# 2003-2003 Maintenance Branch District Works Officer/Roads Engineer, Kajiado District

- Coordinating the Ministry's various activities in the district.
- Implementing the District's annual road maintenance work plans

### 2002-2003 Road works Inspectorate Department, Nairobi

• Carrying out technical and financial audit on road works in districts and ongoing road projects.

# 2000 – 2001 Maintenance Branch District Roads Engineer, Kuria District

- Implementing the District's annual road maintenance work plans
- Resident Engineer- Gravelling of the 30 Km Kehancha Ntimaru Road

# 1997 -1999 Maintenance Branch Deputy Resident Engineer

 Repair and rehabilitation of Eldoret-Iten, Eldoret- Eldoret International Airport and Cheptiret-Moi university roads.  Carrying out technical and financial audit on road works in districts and road projects

#### 1995 -1996 Design Branch, Nairobi

- Underwent the Basic Training Course (BTC) for Engineers in the Ministry.
- Carried out road design of sections of Serem-Gambogi and Molo-Kamwaura roads.

# 1993 -1995 Maintenance Branch Deputy Provincial Roads Engineer, Rift Valley province.

 Deputizing Provincial Roads Engineer for the coordination and the implementation the Districts' annual road maintenance work plans in the Province.

# 1991 -1992 Maintenance Branch District Roads Engineer, Trans Nzoia District

• Implementing the District's annual road maintenance work plans.

# 1989-1991 Rural Access Roads/Minor Roads Programme Deputy Planning, Evaluation and Monitoring (PEM) Engineer.

- Preparation of the Programme annual budget.
- Preparation of districts annual work plans and progress reports.
- Preparation of quarterly and annual donor progress reports.

#### 1988 -1989 Construction Branch Resident Engineer

• Supervision of construction to bitumen standard of the 42 Km , Kiserian -Isinya Road in Kajiado District.

1984-1987 Rural Access Roads Programme/Minor Roads Programme
Rural Access Roads Engineer

- Supervision of implementation of the donor-funded, labour based, rural access and minor roads construction/rehabilitation programmes.
- Deployed in Kiambu/Murang'a districts.

# 1983-1984 Construction -Direct Labour Section Deputy Project Engineer

Monitoring the construction to bitumen standards using the ministry's equipment and labour of the following projects:

- Thika-Garissa road
- Ruiru-Mundoro road
- Kapenguria-Marich Pass Lake Turkana road
- Nyaru- Eldama Ravine road

# 1980-1983 Rural Access Roads Programme Rural Access Roads Engineer

- Supervision of implementation of the donor-funded, labour based, rural access and minor roads programmes.
- Deployed in Bungoma/Busia, Kiambu / Machakos districts.

# 1979 – 1980 Planning Branch, Nairobi Planning Engineer

- Preparing Donor technical reports that were required for the funding of the Rural Access Roads Programme for various districts.
- Carrying out traffic survey and analysis
- Analyses of contract rates.
- Social Economic Study on the Kenya Sudan Road Link between Marich Pass and Kenya/Sudan border at Lokichoggio. The Study was funded by the Norwegian Government through NORAD.

# 1978 – 1979 Materials Branch, Assistant Engineer (Materials)

- Supervising gravel investigation team for investigating and testing of gravel for various gravelling projects
- Pavement design of sections of Thika -Garissa and Kiambu-Ruiru roads.

July, 1977 Employed by the then Ministry of Works as an Assistant Engineer in July 1977.

Posted to the CIDA financed Kenya East Gravelling, Bridging and Culverting (GBC) Project in Embu for practical training. The Project was improving to gravel standard selected feeder roads (Class D & E) in Embu and Meru districts of Eastern Province.

<u>Languages:</u>			
Languages:	Speaking	Reading	Writing
English Swahili	Good Good	Good Good	Good Good

# **Certification:**

I, the undersigned certify that to the best of my knowledge and belief, these biodata correctly describe myself, my qualifications and my experience.

Signature	Day/Month/Year

# SHISOKA W. Robert

# PERSONAL DETAILS

**Year of Birth**: June 9, 1961

**Nationality:** Kenyan

# **ACADEMIC PROFILE**

**Education**: BSc Electrical Engineering – Fachhochschule

Augsburg, West Germany

# **Membership of Professional Association:**

 Member of European Federation of National Engineering Associations (F.E.A.N.I.)

• Member, Petroleum Institute of East Africa

# OTHER PROFESSIONAL TRAINING

Training in Kenya, Spain, United Kingdom, Germany, Portugal, Egypt, Tunisia, Uganda, Democratic Republic of Congo and Cyprus:

# Operations

- a. Industrial Hygiene
- b. The Principles and Practice of the Management of Safety
- c. Basic Lubricants/Additive Training
- d. Work Control Procedures
- e. Lubricants Plant Operations
- f. Distribution Operations and Safety Reviews
- g. Procedures for Assuring Lubricants Quality
- h. Management of Change
- i. Operations Management
- j. Project Management
- k. Risk Assessment Surveys
- 1. Operations Integrity Management System

## Administrative

- a. Business Practices Review
- b. Industrial Relations and Grievances Handling Procedures
- c. Performance Management and Development System

# Quality

- a. ISO 9002 Quality Assurance Development Program
- b. Effective Procedure Writing
- c. Lead Auditor Training

# Skills Development

- a. Supervisory Training
- b. Business Writing
- c. Time Management Skills
- d. Presentation Skills
- e. First Leadership
- f. Focused Interviewing
- g. Coaching for Optimal Performance
- h. Effective Customer Care

## PROFESSIONAL EXPERIENCE

# Countries of Work Experience

• Kenya, Uganda, Southern Sudan

# **Employment Record**

July 2001-To-date

# Hydrocarbon Management Consultancy

Lead Consultant

- LPG Project Investment Proposals, Feasibility Studies and Market Entries
- Retail Network Strategy Studies
- Safety, Health and Environment Management System for Transporters
- Intelligent Logistics and Communications Solutions
- Business Plans for New Investments in the Retail Business Segment
- Standard Operating and Maintenance Procedures
- Feasibility and Market Entry Studies and Supply Chain Management

- Business, Operations and HSE Systems Audits
- ISO 9001 Quality Assurance Management Systems
- Request for Proposals for Small Business
- Training as Resource Person for the Petroleum Institute of East Africa, Energy Institute of Uganda and for individual organizations in diverse business sectors.
- Systems and Financial Audits
- Development of Curricular for the School of Petroleum Studies
- Advisory Services for the Implementation of the Petroleum Regulatory
  Framework and Standards (Energy Act 2006, Weights and Measures Act, Traffic
  Act, Work Injury Benefits Act, The Standards Act, LPG Regulatory Framework,
  Exploration and Production Act, Occupational Safety and Health Act, New
  Environmental Regulations, Petroleum Construction Standards, Health and
  Safety Committee Rules, Factories and Other Places of Work Act, Petroleum
  Tanker Standards, Fuels Quality Assurance Procedures, Environmental Impact
  Assessments and Petroleum Tanker Drivers Certification)
- Licensing, Permits and Certificates for Oil Marketing Companies, Petroleum Distribution Facilities, Retail Service Stations and Transporters

July 2001- December 2008 Utalii Transport Company Limited

Finance and Planning Manager

September 1996 - July 2001 Mobil Oil Kenya Limited

Manager, Customer Service & Logistics

Manager, Business Support Manager, Mombasa Terminal

April 1990 - January 1997 Esso Kenya Limited

ISO 9001 Project Manager

Manager, Mombasa Lubes Oil Blending Plant

January 1987 - April 1990 Central Glass Industries Limited

Manager, Printing and Packaging

**Electrical Engineer** 

# **Attributes that Best Illustrate Capabilities**

- 20 Years experience in Operations and Facilities Management
- Knowledge of the Petroleum Regulatory Framework in Kenya
- Well-developed communication and presentation skills to convey both factual and conceptual information to staff, professional, and business groups
- Problem-solving and analytical skills coupled with the ability to work well under pressure and with extreme deadlines
- Organizational and planning skills
- Excellent team player with the ability to work with people at all levels
- Excellent Computer Skills including experience using Accepac and SUN Accounting

# Work Undertaken that Best Illustrates Capabilities

- Formulate and Implement Logistics and Distribution Strategies for Petroleum
- Benchmark Key Performance Indicators against Global Trends for Petroleum Operations
- Manage Health, Safety and Environmental Programs for Road Transport Safety
- Develop and Implement Facilities Operations Excellence Programs
- Risk Assessments and Distributions Operations Safety Reviews of Terminals
- Implementation of Vehicle Safety Management Guidelines and Safe Truck Operating Procedures
- Conduct Independent Business and Operations Systems Audits
- Assess and Recommend Business Process Changes and Improvements
- Supervised and commissioned New Fuels Terminal Capital Projects
- Lead Training Resource on Petroleum Operations in Kenya and Uganda
- Member of Kenya Bureau Of Standards Technical Committee on Petroleum Tankers Standards
- Developed Standard Operating Procedures for Fuels Distribution Terminals
- Developed and Implemented ISO 9001 Quality Assurance Management Systems
- Situational Analysis of Inventory Management, Accounting Transactions and Tax Payments for Petroleum Products for the Kenya Revenue Authority
- Performed Systems and Financial Audits for Petroleum Companies
- Advised Oil Marketing Companies on the Petroleum Regulatory Framework including Permits, Licenses, Certificates and Standards
- Liaison with Regulatory/Lead Agencies and Oil Industry on Standards and Compliance

Lang	ua	ges:
------	----	------

Languages:	Speaking	Reading	Writing
English	Good	Good	Good
Swahili	Good	Good	Good
German	Good	Good	Good

# **Certification:**

I, the undersigned, certify that these data coexperience and me.	orrectly describe my qualifications,
[Signature of staff member]	Date:
[Signature of authorized representative of the firm]	Date:
Full name of staff member: Charles Robert W. S	Shisoka

Full name of authorized representative: Eng. Maxwell Shoni

my

# KIBARU Charles Mwangi

## PERSONAL DETAILS

Year of Birth: 1984

**Nationality:** Kenya

**Address:** P. O. Box 60312 – 00200 Nairobi.

**Profession:** Civil Engineer

**ACADEMIC PROFILE** 

**2003 – 2008:** University of Nairobi

BSc. Civil and Construction Engineering. (Honors degree)

PROFESSIONAL PROFILE

**Sep. 2008 to Present:** Assistant Engineer with Shomax Consulting engineers

(Structural and Civil engineers).

Specific duties undertaken include the following:

Supervision of construction woks.

- Liaising with clients and other consultants as matters arise.
- Participating in meetings and site visits.
- Plotting of structural drawings.
- Design and detailing of structural works (concrete and steel).

**August- October 2007:** Attachment at the Ministry of Works (Structural Department).

Specific duties undertaken included the following:

- Participating in site inspections.
- Basic Structural Design calculations.
- Preparation of Bending Schedules.
- Computer aided design (Prokon).
- Detailing of structural works.

# Sep. - Oct. 2006: Attachment at Pleng (K) Limited. Specific duties undertaken included the following: AutoCAD drawings of structural works. ArchiCAD drawings of structural works. Aug. - Dec. 2005: Attachment at Vishak Construction (K) Limited. Specific duties undertaken included the following: • Storekeeping. • Survey work. • Preparation of duty roasters. Participating in site meetings and inspections. effective use of MS Office and Adobe Photo Shop Languages: Languages: Speaking Reading Writing English Good Good Good Swahili Good Good Good **Certification:** I, the undersigned, certify that these data correctly describe my qualifications, my experience and me. Date: [Signature of staff member] \_ Date: \_\_\_\_\_ [Signature of authorized representative of the firm]

Full name of staff member: Charles Mwangi Kibaru

Full name of authorized representative: Eng. Maxwell Shoni

# **MWAURA** Eunice

## PERSONAL DETAILS

Name:

Year of Birth: 1980

**Nationality:** Kenyan

Name of Firm: SHOMAX CONSULTING ENGINEERS

**Profession**: Accountant

# PROFESSIONAL PROFILE

Ms. Eunice Mwaura has experience as a practicing Accountant started from an Auditing firm where she did both did book keeping and Auditing where she acquired her experience in Accounting matter and later started working with private firms as the overall Accountant

# ACADEMIC AND PROFESSIONAL STATUS

- Bachelor Degree in BCOM at Catholic University of Eastern Africa
- CPA (K)

# **Computer Skills**

• Efficient in Microsoft Word, Excel, Sage, Tally, Systematic and QuickBooks

# PROFESSIONAL EXPERIENCE

**July 2005- present** Shomax Consulting Engineers

**Jan. 2004 – Apr. 2005** Kenya Wagering Services

Jan. 2003 – Mar. 2004 M.S.Shah Audit Firm

# Responsibilities

- Maintaining all books of accounts,
- Preparing and filling of VAT, PAYE, NHIF, NSSF and any other returns,
- In charge of payroll preparation.
- Supervising and checking on Banking and bank reconciliations,
- Controlling Petty cash,
- Budgeting and financial planning for the company,
- Dealing with banks on behalf of the company,
- Investing company funds,
- Preparing final accounts,
- Dealing with debtors and creditors,
- Liaising with Auditors,
- Assisting in other administration like recruiting and appraising staffs.

Languages:				
Languages:	Speaking	Reading	Writing	
English Swahili	Good Good	Good Good	Good Good	
Certification:				
I, the undersigr experience and r	•	t these data	correctly describe my qualifications, r	ny
			_ Date:	
[Signature of staff	member]			
[Signature of auth	orized representa	ntive of the firm	Date:	
Full name of staf	f member: Eun	ice Mwaura		
Full name of aut	horized represe	ntative: Eng.	Maxwell Shoni	

# MUMU Faith

## PERSONAL DETAILS

**Proposed Position:** Administrative Assistant

Name of Firm: Shomax Consulting Engineers

Name of Staff: Faith Mumu

Year of Birth: 1975

**Nationality:** Kenyan

Name of Firm: Shomax Consulting Engineers

**Profession**: Administrative Assistant

**Years with firm:** 3 years

# **KEY QUALIFICATION**

Skilled Administrative Assistant with over 7 years experience in office administration, providing consistent, approachable customer care service and full range of general office support.

# **EDUCATION**

• Certificate in Business Management (Kenya Institute of Management)

# **WORK EXPERIENCE:**

2008 - Date: Shomax Consulting Engineers Ltd. - Nairobi, Kenya

# **Administrative Assistant**

Provide full administrative support. Serve as first point of contact, fielding and routing telephone calls, greeting visitors and responding to customer inquiries. Perform wideranging office functions such as filling, making flight reservations, updating and managing schedules, composing correspondence.

# 2004 - 2007: Izon Future Systems Co. Ltd., Nairobi, Kenya

# **Customer Care Assistant**

# Reported to the Sales Director

Provided full administrative support and customer care services

- Produced appropriate internal weekly and monthly reports through coordinating the Front office, Technical, Accounts, Sales and Marketing departments effectively. I worked directly with the Sales Director on preparing quotations and tender proposals, responding to computer hardware sales inquiries, sourcing from the internet for brochures and negotiating with the suppliers to get the best deals.
- o Reduced office expenses by monitoring the stationeries, sundries, telephone, and electricity expenses and established proper electronic and manual filling system.
- o Created electronic customer log and excelled in complaint handling and resolution.

# 2000 - 2002: Binary Computer Systems Co. Ltd., Mombasa, Kenya

# Receptionist/Typist,

# Reported to the Administrative Accountant

Performed general front office operations, such as operating the switchboard, handling correspondence, keeping inventory of computer hardware, maintaining a comprehensive filling system, preparing simple quotations, pro-forma invoices, and administration reports.

- o Gained experience in Microsoft Office Applications.
- o Gained experience in operating a multiline telephone system with 4 lines and 15 extensions.

# 1998-2000: Joles Investment Co. Ltd., Mombasa, Kenya

# Receptionist/Typist, Reported to the General Manager

Performed general front office operations

o Gained experience in managing the petty cash and operating office equipment such as the switchboard, Radio call transmitter, fax, photocopying machine and typewriter.

# **Retail experience:**

1995-1997: Sales Representative, Mombasa, Kenya

Worked temporary as a sales representative for different companies i.e. Cadbury's Company Limited and Bawazir Enterprises Limited, Mombasa

Gained sales skills and experience in handling people

Languages:	Speaking	Reading	Writing
English	Good	Good	Good
Swahili	Good	Good	Good

# FIRM'S DOCUMENTS

# **CONTENTS**

- i. Certificate Of Incorporation
- ii. PIN Certificate (No. A0012429730)
- iii. VAT Certificate of Registration (0155956J)
- iv. KRA Certificate of Tax Compliance
- v. Engineer's Practising Licence
- vi. The Engineers Registration Board Certificate of Registration (No. A1587 Eng. Maxwell Joel Shoni 1993)
- vii. The Engineers Registration Board Certificate of Registration (No. A1855 Eng. Albert K. Mwaniki 1999)
- viii. The Institution of Engineers of Kenya Certificate of Membership (No. M1783 Eng. Maxwell Joel Shoni 1994)
  - ix. Registration with Ministry of Public of Works for Consulting Engineers For Civil and Structural Engineering Works
  - x. Bsc. Civil Engineering, University of Nairobi

# **Certificate Of Incorporation**



REPUBLIC OF KENYA



# THE REGISTRATION OF BUSINESS NAMES ACT (Cap. 499, section 14)

# CERTIFICATE OF REGISTRATION

CERTIFICATE OF REGISTRATION
I HEREBY CERTIFY that .Maskell. Joel. Shool And an analysis and an analysi
*********
***************************************
carrying on business under the business name of SHOMAX CONSULTING ENGINEERS.
at Plot No. 26 Gitanga goad Vancous No.
at Plot.No. 26, Gitanga.road, Kawangware, Nairobi, P.O. Box.75624,
have/has been duly registered under Number202495 pursuant to and in accordance with the provisions of the Registration of Business Names Act and Rule made thereunder
GIVEN under my hand at Nairobi this .Twenty .Fight day of March
One thousand nine hundred andNiontyfour
GPK (L.)  Assistant Registrar
, 7 ;





VAT 2

# Kenya Revenue Authority

DOMESTIC TAXES DEPARTMENT

Effective Date of Registration (I;DR)

Registration Number

PIN

08/03/2006

0155956J

A0012429730

# rtificate of Registratio

Issued to:

SHONI JOEL MAXWELL

Postal Address:

P.O. BOX 25116 , 00603 NAIROBI

Physical Address: Road Street: MENELIK LANE, OFF NGONG, NAIROBI

ZENITH PLAZA

Date of Issue:

Building/Plot No.:

08/03/2006

J.M.ORIORO

For: COMMISSIONER OF DOMESTIC TAXES



# TAX COMPLIANCE CERTIFICATE

Certificate Serial No: 4376 KRA/DTD/19/4376/10

This is to confirm that M/S SHOMAX CONSULTING

ENGINEERING has fulfilled the obligation to pay taxes as per the

Exchequer and Audit and (Public Procurement), Regulations 2001 and may
therefore be allowed to participate in public tenders for the period of six(6)

months from the date of the rubber stamp below to 15<sup>TH</sup> AUGUST 2010.

NAME: H. W. ANANY MANY

DESIGNATION SENIOR REVENUE OFFICER

SIGNATURE

DATE & RUBBER TEMPE TAXES

FOR: COMMISSIONER, DOMESTIC TAXES

KENYA REVENUE AUTHORITY

TCCI

Times Tower Building
Haile Sclassie Avenue - P.O. Box 30742-00100 - Nairobi-Kenya
Tel: 310900 - Fax: 250838/249758



Nº 4291

KENYA ENGINEERS REGISTRATION BOARD

Engineer's Practising Licence
Pursuant to the Engineers Registration Act (CAP. 530) 1992, I hereby certify that  Eng. Maxwell Toel Shoris  is duly registered as Registered Engineer
is duly registered as Registered Engineer
in the field of Civil Engineering for the period between
74 January 2010-315 December 2010 and is licensed to practice as such.
Issued this. 13th day of Jayuary 2010
Issued under the Seal of the Board
erial No. KERB 4291/2010/A1587/5 633 Eng. 6 Arasa
Registrar

# The Engineers Registration Board Certificate of Registration

THIS IS TO CERTIFY THAT M. J. Shoni

HAS BEEN DULY REGISTERED AS AN ENGINEER



pursuant to and in accordance with the provisions of the Engineers Registration Act

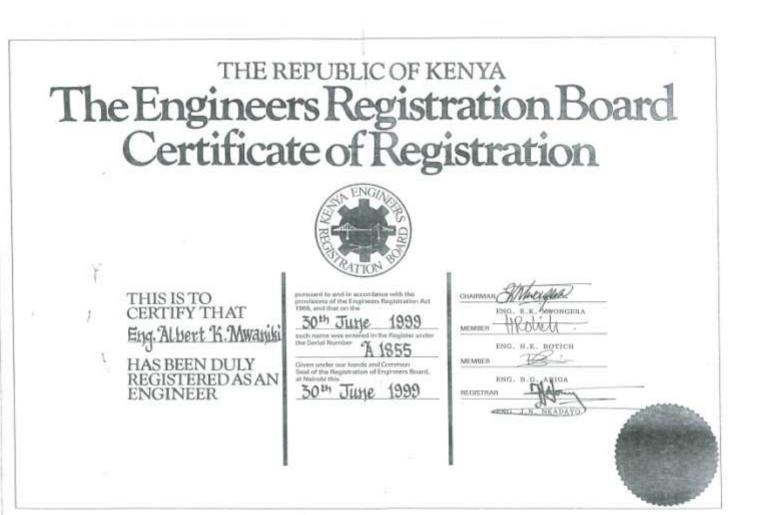
8th December, 1993

such name was entered in the Register under the Serial Number

Given under our hands and Common Seal of the Registration of Engineers Board,

8th December 1993





# The Institution of Engineers of Kenya

# Certificate of Membership

This is to certify that Shoni, Maxwell Joel has been elected Member m. 1783 of the Institution of Engineers of Kenya on the 13th April 1994 given under our hands and the common seal of the said Institution on the 21st April 1994.



# Registration with Ministry of Public of Works for Consulting Engineers For Civil and Structural Engineering Works



# MINISTRY OF PUBLIC WORKS

Telegrams: " MINIWORKS" NAIROBI TELEPHONE: 254-2-2723101 Nairobi

Fax No.254-2-2720919

Structural Department P.O. Box 30743-00100

When Call or Telephoning ask for NAIROBI

When Replying please Quote:

Ref. No. STR.CONF.71 A VOL.III/122

Date: 18th December, 2008

M/S Shomax Consulting Engineers P.O. Box 25116-00603

NAIROBI

Att: Eng. M.J. Shoni

Dear Sir,

# RE: APPLICATION FOR INCLUSION IN THE LIST OF **CONSULTING ENGINEERS**

We refer to your application dated 19th February, 2008 applying for registration as a consultant.

Your application has been considered and you have been included on the register for Civil and Structural Engineering Works for Building Works.

You will therefore be considered together with other Ministry of Public Works registered consultants to bid for projects whenever they are available.

Yours faithfully,

Eng. M. Kimani

**CHIEF ENGINEER (STRUCTURAL)** FOR: PERMANENT SECRETARY

Bsc. Civil Engineering, University of Nairobi

# UNIVERSITY OF NAIROBI



This is to certify that

# Maxwell Tool Shiamba Shoni

having satisfied the requirements for the award of the degree of the

# BACHELOR OF SCIENCE (IN CIVIL ENGINEERING)

Second Class Homours (Lower Division)

was admitted to the degree at a Congregation held at this University on the

Ewenty Ninth Day of September in the Year 1986

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Mylusere

# FINANCIAL & CAPABILITY

# FINANCIAL REPORT

# FOR THE YEAR ENDED 31ST DECEMBER 2008

PREPARED BY:

EUNICE MWAURA P. O. BOX 240 KISERIAN

TEL: (254) 0721 679023

# **CONTENTS**

- BUSINESS INFORMATION
- ACCOUNTANT'S REPORT
- PROFIT AND LOSS ACCOUNT
- BALANCE SHEET
- CASH FLOW STATEMENT
- ACCOUNTING POLICIES
- NOTES TO THE FINANCIAL STATEMENTS

# **BUSINESS INFORMATION**

**DECEMBER 31, 2008** 

# **PROPRIETOR**

ENG. MAXWELL JOEL SHONI

PIN: A001242973Q

# **ACCOUNTANT**

EUNICE MWAURA P.O BOX 240 KISERIAN

# **BANKERS**

NATIONAL BANK HILL PLAZA BRANCH P.O BOX 45219 NAIROBI

# ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2008

# **ACCOUNTANT'S REPORT**

We have examine the financial statements set out on page 56 to 58, from vouchers, purchase receipts, receipt books and any other information obtained from the proprietor.

From the examination, explanations and representations made to us by the proprietor, in our opinion proper books of account have been kept and the financial statements which are in agreement therewith give a true and fair view of the state of affairs of the business as at 31st December 2008 and of its profit and cash flows for the year then ended

EUNICE MWAURA
CERTIFIED PUBLIC ACCOUNTANT

## PROPRIETOR'S CERTIFICATION

I certify to the best of my knowledge and believe that books, records, other information and presentations given to Eunice Mwaura Certified Public Accountant, constitute a true and correct record of all my income and expenditure for the year ended 31 December 2008 and confirm that the financial statements set out on page 56 to 58 presents a true and fair view of the state of affairs and the results for the year then ended.

DATE	ENG. MAXWELL SHONI

# PROFIT AND LOSS ACCOUNT

# FOR YEAR ENDED DECEMBER 31, 2008

	NOTES	2008 <u>KSH.</u>	2007 <u>KSH.</u>
TURNOVER	1	1,108,373.95	1,469,908.28
PROFIT BEFORE EXPENSES		1,108,373.95	1,469,908.28
STAFF COSTS	2	(197,144.00)	(479,414.05)
OPERATING EXPENSES	3	(939,997.39)	(1,222,017.00)
PROFIT (LOSS BEFORE TAX)		(28,767.44)	(231,522.77)

# **BALANCE SHEET**

# AS AT DECEMBER 31, 2008

		2008	2007		
ASSETS:	NOTES	<u>KSH</u>	<u>KSH</u>		
FIXED ASSETS	4	1,909,276.36	862,223.63		
CURRENT ASSETS					
Loan	6	3,461,900.00	3,261,900.00		
Investments		60,000.00	60,000.00		
Bank and Cash Balances	8	99,850.95	(1,630.90)		
TOTAL ASSETS		<u>5,531,027.31</u>	4,201,333.30		
PROPRIETARY CAPITAL AND LIABILITIES					
TROTRIETHET CHITTE		ILITILS			
Proprietary capital accoun	ıt 9	6,041,680.44	4,678,131.41		
Retained Earnings	10	(539,464.03)	(510,696.59)		
Creditors		28,811.02	33,898.47		
TOTAL CAPITAL & LIA	BILITIES	5,531,027.44	4,201,333.30		
The notes on pages 59 to 63 form an integral part of these financial statements.					
The accounts were approved by the proprietor on					
ProprietorSHOMAX CONSULTING ENGINEERING					

# **CASH FLOW STATEMENT**

# FOR THE YEAR ENDED DECEMBER 31, 2008

	2008 <u>KSHS.</u>	2007 <u>KSHS.</u>
CASH FLOW FROM OPERATING		
<u>ACTIVITIES</u>		
Net Profit (Loss) before	(28,767.44)	(510,696.59)
Adjusted or:		
Depreciation	265,052.95	279,173.82
Profit on disposal	(534,765.25)	-
Operating profit (loss) before	(298,479.75)	(231,522.77)
Cash inflow(outflow) from operating activities		
Working capital charges		
CHANGES IN WORKING CAPITAL		
Increase in Debtors (Decrease)	-	-
Increase in Creditors (Decrease)	<u>(5,087.45)</u>	33,898.47
Net changes in working capital	(5,087.45)	33,898.47
CASH FLOW FROM INVESTING		
ACTIVITIES		
Acquisition of fixed assets	(1,758,500.00)	(45,000.00)
Acquisition of investment	-	(60,000.00)
Disposal of fixed assets	1,000,000.00	-
Net cash outflows from investing		
activities	<u>=</u>	<u>=</u>
	(758,500.00)	(105,000.00)
CASH FLOW FROM FINANCING		
ACTIVITIES  Conital Introduced	1 2/2 E/0 02	1 40( E00 (1
Capital Introduced	1,363,549.03	1,426,580.61
Drawings	(200,000,00)	(1,147,900.00)
Loan	(200,000.00)	<u>20,000.00</u>
Net cash inflows from financing	4 4 6 0 5 4 0 0 0	200 600 64
activities	1,163,549.03	298,680.61
<b>Balance of Cash Equivalent</b>	101,481.84	(3,943.69)
Opening Cash equivalent Balance	(1,630.90)	2,311.80
Cash equivalents at the end of the year	99,850.94	(1,630.90)

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2008

# **ACCOUNTING POLICIES**

The principal accounting policies adopted in the preparation of these financial statements are set out below:

# (a) Basis of preparation

The financial statements are prepared in accordance with and comply with International Financial Reporting Standards (IFRS). The financial statements are presented in Kenya Shillings (Kshs) and prepared under historical cost convention.

# (b) Revenue Recognition

Professional fees are accounted for on cash basis.

# (c) Property, Plant and Equipment

All property, plant and equipment are initially recorded at cost and subsequently stated at historical cost less depreciation.

Depreciation is calculated on a reducing balance basis so as to write down the cost of each asset to its residual value over its estimated useful economic life using the following rates.

Motor Vehicle 25.0% per annum 30.0% per annum Furniture & Fittings 12.5% per annum

# (d) Trade Receivables

Trade receivables are carried at invoice amount less provision made for impairment of these receivables. A provision for impairment of trade receivables is established when there is objection evidence that the company will not be able to collect all the amounts due to the original terms of receivables. The amount of the provision is the difference between the carrying amount and the recoverable amount.

# NOTES TO THE FINANCIAL STATEMENTS

	31-Dec-08	<u>31-Dec-07</u>	
Note 1			
Turnover			
Consultancy Fee Less: Sub consultants	1,832,073.95	1,868,463.33	
payment	(723,700.00)	(398,555.05)	
<b>Gross Profit</b>	1,108,373.95	1,469,908.28	
Note 2			
Staff Costs			
Staff Medical	9,944.00	24.00	
Salaries and wages	120,000.00	120,000.00	
Staff Training Expenses	67,200.00	359,390.05	
TOTALS	197,144.00	479,414.05	
Note 3			
<b>Operating Expenses</b>			
Accountancy fee	72,000.00	72,000.00	
Rent & Rates	106,500.00	127,056.05	
Depreciation	265,052.95	279,173.82	
Licenses and permits	-	- -	

Water	&	$\mathbf{E}$	lect	tri	cit	y

Professional Fees	110,930.05		6,000.00	
Telephone & Postage	88,500.70		259,892.77	
Printing and Stationery	32,241.94		28,870.00	
Subscriptions	22,750.00		1,700.00	
Entertainment	89,844.00		97,215.00	
Newspapers and Periodicals	205.00		20,714.00	
Equipment repairs	8,500.00		6,000.00	
General Repairs	-		4,800.00	
Hiring Expenses	-		29,500.00	
Security Expense	-		10,000.00	
Traveling & Accommodation	322,581.90		218,272.00	
Fuel & Oil Motor Vehicle	206,447.00		260,635.00	
Maintenance	41,190.00		39,370.00	
Parking Expenses	4,050.00		3,180.00	
Tenders Motor Vehicle	20,000.00		-	
Insurance	52,145.00		15,850.00	
Office Expenses	12,583.00		9,687.00	
Interest Expense	244.05		124.68	
Bank Charges	18,997.05		11,150.50	
Gain/Loss on Disposal	(534,765.25)			
TOTALS	939,997.39	(28,767.44)	1,501,190.82 (510,696.59	9)

# **BALANCE SHEET AS AT 31ST DECEMBER**

	2008	2007	
Non-Current	Ksh.	Ksh.	
Property & Equipment	1,909,276.36	881,064.20	
Investments	60,000.00	60,000.00	
Loan-Amnistar Co. Ltd	3,461,900.00	3,261,900.00	
	5,431,176.36	4,202,964.20	
<b>Current Assets</b>			
Debtors			
Bank and Cash Balances	99,850.95	(1,630.90)	
	,	5,531,027.31	4,201,333.30
Proprietor Capital Account	6,041,680.44	<b>5,531,027.31</b> 4,678,131.41	4,201,333.30
	6,041,680.44 (539,464.03)		4,201,333.30
Account		4,678,131.41	4,201,333.30
Account		4,678,131.41	4,201,333.30
Account		4,678,131.41	4,201,333.30
Account  Retained Earnings		4,678,131.41	4,201,333.30
Account  Retained Earnings  Current Liabilities	(539,464.03)	4,678,131.41 (510,696.59)	4,201,333.30

PROPERTY AND EQUIPMENT

<u>Note 1</u>

COST	Motor Vehicle-25%	Computer- 30%	Furniture- 12.5%	Total Assets
January 01.2008	1,650,000.00	252,000.00	61,000.00	1,963,000.00
Additions	1,750,000.00	8,500.00	-	1,758,500.00
Disposals	(950,000.00)			(950,000.00)
December 31.2008 DEPRECIATION	2,450,000.00	260,500.00	61,000.00	2,771,500.00
January 01.2008	938,671.50	122,142.50	21,121.94	1,081,935.94
Charge for the year	220,898.44	39,169.75	4,984.76	265,052.95
Disposals Acc. Dep	(484,765.25)			(484,765.25)
Accumulated Depric.	674,804.69	161,312.25	26,106.70	862,223.64
NET BOOK VALUE				
Dec'08	1,775,195.31	99,187.75	34,893.30	1,909,276.37