

REPUBLIC OF KENYA



COUNTY ASSEMBLY OF SIAYA

**IN THE MATTER OF CONSIDERATION OF UNPAID RETENTION FUNDS, PENDING BILLS AND UN-REMITTED SALARY BY-PRODUCTS IN SIAYA COUNTY BY THE COUNTY GOVERNMENT OF SIAYA (EXECUTIVE)**

**INVITATION FOR SUBMISSION OF INFORMATION, MEMORANDA AND PETITIONS ON UNPAID RETENTION FUNDS, PENDING BILLS AND UN-REMITTED SALARY BY-PRODUCTS IN SIAYA COUNTY**

The County Assembly of Siaya, **AWARE** that various Contractors have **NOT** been paid their Retention Funds by the County Government of Siaya (Executive) despite completion of works, while other contractors and suppliers have not been paid for works done and supplies made, leading to outstanding payments (pending bills). **FURTHER AWARE** that the County Executive has **NOT** fully remitted Salary by-products to various statutory bodies and organizations.

The County Assembly of Siaya, through its **Finance Committee** is in the process of verifying the un-paid retention, pending bills and unremitted salary by-products owed by the County Government of Siaya to the general public.

In this regard the Committee, **INVITES** affected Contractors, Suppliers, Service Providers and Organizations, to provide information on the status of unpaid Retention Funds, Outstanding Payments and Unremitted Salary by-products by the County Executive during the historical (previous government) and current financial years up-to the Financial Year 2023/2024

This information should include; where applicable;

1. Evidence of Contracts/Agreements/Awards
2. Nature of the services rendered or works done
3. Evidence of substantive completion certificate
4. Evidence of payment on works done/supplies
5. Evidence of pending retention amount owed
6. Evidence of outstanding payments on works done and supplies/demand note/pending invoices
7. Amount of Un-Remitted Salary by—products, including interests and penalties
8. Any other relevant information

The findings of this information will help the County Government in future budgeting processes. After submission of the documents the affected stakeholders may be invited for verification jointly with the relevant County Executive Departments.

Information, memoranda and petitions should be hand delivered to the office of the Clerk-Siaya at County Assembly building or emailed to [clerk@siayaassembly.go.ke](mailto:clerk@siayaassembly.go.ke) to be received on or before **FRIDAY 7<sup>TH</sup> JUNE, 2024 AT 12 NOON.**

Akoth Regina (*0721483006*) is the clerk to the committee and is responsible for facilitating this matter

**Clerk of the County Assembly**  
**P.O. Box 7 – 40600**  
**SIAYA**