

Michael Wandolo,
Mombasa, Kenya.
Ref: SC24126

21st November 2024

Dear Sir,

**PROCUREMENT OF CONSULTANCY SERVICES IN THE
BUDGET FORMULATION, IMPLEMENTATION, MANAGEMENT AND CONTROL TRAINING**


The DataClave training committee would like to appreciate your services as a consultant in the concluded **Budget Formulation, Implementation, Management and Control Training** on the 14th November 2024.

You handled the following sessions:

- **Monitoring Progress and Addressing Implementation Challenges:** Aligning Budget implementation with organization with organizational strategies.
- **Budget management & Control:** Establishing performance metrics & Benchmarks, monitoring actual performance against budgeted targets, Variance analysis.
- **Budget Accountability and ethics:** Ethical considerations in Budgeting, Transparent & Accountability, Internal Controls & Checks, Compliance. Auditing & Evaluation.

The rates for the seminar will be paid at Ksh 10,000.00 for the sessions, payable in thirty (30) working days from 14th of November 2024. Kindly respond to us with a signed copy of this letter if the terms are agreeable.

Kindest regards,

<p>Fredrick Kweto,</p>  <p>Director – Business Operations and Product Development. For and Behalf of DataClave Ltd</p>	<p>Michael Wandolo,</p> <p>For and Behalf of the Consultant</p>
---	---