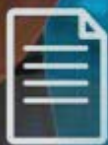




Public Procurement for Non-Procurement Executives

Breaking Barriers for Non-Procurement Executives



Introduction

Public Procurement encompasses the acquisition of goods, construction works, and services by the public sector through various contractual means. In Kenya, it holds significant economic importance, with approximately 40% of the government's annual budget allocated to procurement. The effectiveness of county governments relies heavily on efficient procurement processes. The Public Procurement Regulatory Authority (PPRA) is responsible for developing standard bid/tender documents under relevant sections of the Act.

Understanding and optimizing the procurement process is vital for economic and political reasons. This necessitates comprehensive comprehension among practitioners, procuring entities, suppliers, and stakeholders. Sensitization on procurement procedures is crucial for compliance with guidelines and legislation. This 5-day course aims to equip participants with a robust understanding of procurement philosophy, legal frameworks, and practical skills. Through simulation exercises, workshops, and case studies, participants will learn to navigate tendering processes effectively. Topics include structuring procurement processes, selecting advantageous methods, addressing legal and commercial aspects, evaluating offers, negotiating post-tender, and awarding contracts.



DATES & VENUES

Venue : Nakuru
Date : 10th – 14th June 2024
Duration : 5 Days

Course Objectives

At the end of the programme, participants will be expected to have fully understood:

- The application of the Public Procurement & Asset Disposal Act, 2015.
- Public Procurement Cycle/Tender Process.
- Roles of the Tender Open Committee, Evaluation Committee, Negotiation Committee and Disposal Committee.
- Public Procurement using Open Tender Method & other Methods as stipulated in the Act.
- The various activity steps in the 'Open Tendering' process, for Goods, Works & Services.
- Understood critical considerations in specifications development, tender evaluations, contract creation, contract administration and negotiation windows in the alternative public procurement methods.
- Stores, Inventory & Distribution Management, Disposal Management.

Course Content

- Application of the Act
- Roles in Public Procurement Process
- Planning & Budgeting
- Preferences & Reservations in Procurement
- General Specifications Development Process
- Specification Development
- Procurement Process Overview
- The Tendering Process and Roles of the Opening Committee
- Tender Evaluation & Roles of the Evaluation Committee
- Tender Opening and Evaluation
- Disposal of Assets
- Inventory Control, Asset and Stores Management and Distribution
- Negotiations and Contract Management
- Contract Administration

Target Groups

- Executive Directors/CEO/DG's
- Board of Directors
- Heads of Departments
- County Chief Officers
- County Executive Officers
- Engineers
- Works and Construction Managers/Officers
- Disposal Committee Members
- All Non-Supply Chain Officers

What Others Have Said

"It's good, an eye opener to the New Law and encourages further reading of the Act."
Lilian Wele, Marketing Manager - New KCC

"The training was exertion, excellent facilitator!"
Joshua Mutua, GM Head of Connectivity - Kenya Power & Lighting Company (KPLC)

"The Programme was well planned and covered most of the key areas which if not implemented could affect operations"
Richard Mbithi, Supply Chain Supervisor-Nairobi Water & Sewerage Company

"The Programme was well organized and trainer well informed of the subject"
Herbert Kachila, Senior Accountant - Kenya Ports Authority (KPA)

"The training was timely and essential"
Christopher Oludhe, Head of Supply Chain - Kenya Wildlife Service (KWS)

"The training was Top -Notch!"
David Macharia, Supervisor Auditor - Office of Auditor General (OAG)

"The Course was informative and well presented"
Asenath Nyagah, Principal Supplies Officer - KALRO

Note: Some of those quoted above may have since changed roles

Investment

KShs. 79,900/= (excl. VAT)

per participant for the 5 Day Programme

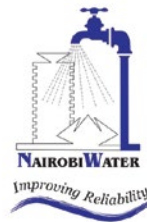
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TALK TO US

+254 756 999 105 | +254 111 048 814 | +254 722 729 122

training@iscs.co.ke | source@iscs.co.ke | md@iscs.co.ke | info@iscs.co.ke

Our Past Clients



PUBLIC PROCUREMENT FOR NON-PROCUREMENT EXECUTIVES

Contacts

Call us for more information:



+254 756 999 105
+254 111 048 814
+254 722 729 122



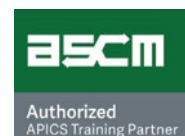
training@iscs.co.ke
source@iscs.co.ke
md@iscs.co.ke
info@iscs.co.ke

www.supplychain.co.ke



International Supply Chain Solutions

For more information, visit www.supplychain.co.ke





KE-PPNPE-2024

International Supply Chain Solutions
(A division of Fremont International Associates Ltd)

APPLICATION FOR REGISTRATION & TRAINING AGREEMENT

Public Procurement for Non-Procurement Executives

PLEASE WRITE IN BLOCK LETTERS

Company Name:	
Physical Address:	
Postal Address:	
Postal Code:	
Telephone:	
Email Address:	

Delegate Names & Job Designation (Title)	
* (Attach additional names in a separate sheet of paper as appropriate)	

Name:	Authorization Signature:
Position:	
Email:	
Signature:	
Date:	
* (This booking is invalid without a signature from the contracting organization)	

Please specify any dietary requirement or any other special requirements (disability, e.t.c.)	
* (Attach additional in a separate sheet of paper as appropriate)	

STANDARD TUITION FEES

KShs. 79,900/= (excl. VAT)

PAYMENT DETAILS:

- Please make cheques payable to Fremont International Associates Ltd
- Payments must be made prior (or at the training venue on the commencement day of the training) upon registration

Terms & Conditions

SUBMISSION OF A REGISTRATION FORM SHALL BE DEEMED TO BE ACCEPTANCE OF THE ORGANIZERS TERMS AND CONDITIONS, AND SHALL BE JOINTLY AND SEVERALLY BINDING ON APPLICANT AND THE APPLICANT'S CORPORATE ENTITY

1. Fees Terms: Fees are inclusive of training material and refreshments.
2. Payment Terms: Following completion and return of the registration form, full payment is required within 5 days from receipt of the invoice. Payment must be received prior to the conference date. A receipt will be issued on payment. Due to limited conference space we advise early registration to avoid disappointment. We reserve the right to refuse admission if payments is not made in full unless otherwise stated on the registration form or ISCS is informed before the training date.
3. Cancellation/Substitution: In the event of cancellation, 50% of fees will be charged provided cancellation in writing is received 2 days before the training date. Any cancellation done after that the client will be charged the full amount of the training. You are however encouraged to provide a substitute in the event of a cancellation.
4. No-Refund Terms: Kindly note that the company operates on a no-refund policy with regard to fees already paid, the client is however encouraged to provide a substitute. Please notify us in writing of any such substitution.