



KENYA INSTITUTE OF SUPPLIES MANAGEMENT

...Promoting Professionalism in Supply Chain Management...

PREFERENCES AND RESERVATIONS IN PROCUREMENT

25 – 26 JANUARY 2018 - IZAAK WALTON INN, EMBU

INTRODUCTION

Implementing Preferences and Reservations is a mandatory requirement for public sector organizations. Successful implementation ensures compliance with the Public Procurement and Asset Disposal Act (2015) and contributes to the performance rating of the procuring entity.

This training will address frameworks for implementing Preferences and Reservations and give practical solutions to the challenges faced.

TARGET GROUP

Procurement & Supply Chain Managers, Supply Chain Officers, County Executives, County Officials, Operational Staff involved in implementing Preference and Reservations Schemes, Suppliers, Contractors, Consultants and all staff involved in the procurement process.

OBJECTIVES

At the end of this workshop participants should be able to:

- Demonstrate understanding of the legal framework governing Preference and Reservation Schemes in Kenya.
- Apply the general principles of Preferences and Reservations Scheme in procurement.
- Categorize procurement for purposes of allocation to targeted groups in accordance with the procurement law and regulations.
- Appreciate the role of various players in implementation of Preferences and Reservations in Kenya.
- Review and address challenges facing implementation of preferences and reservations.

TRAINING FEES

Normal:

Members:	KShs. 10,000.00	+ 16% VAT
Non-members:	KShs. 15,000.00	+ 16% VAT

Early Bird

Members:	KShs. 9,500.00	+ 16% VAT
Non-members:	KShs. 14,500.00	+ 16% VAT

Early bird refers to payments made on or before 24 January 2018





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COURSE DESCRIPTION

- 1. Overview of Preferences and Reservations in procurement**
 - Purpose of preferences and reservations
 - Legal provisions that govern implementation of preferences and reservations
 - Categories of preferences in allocation of contracts
 - Requirement for preferences and reservations in procurement
 - Procurements reserved for the special groups
 - Payment structures
 - Procurement planning
- 2. General Principles**
 - Single Preference
 - Highest Advantage Preference
 - Unbundling of procurements
 - Tender Security
 - Period of Preference
 - Competition Limitation
 - Framework Contracting
 - Registration of Suppliers
 - Eligibility Criteria
- 3. Company Registration Process and Applicable Fees (Incorporation, Limited Company, Sole Proprietor and Partnership)**
 - Reservation of unique company name
 - Stamp duty assessment
 - Stamp duty payment
 - Memorandum and Articles of Association
 - Declaration of Compliance before a commissioner of Oaths
 - Registration with Registrar of Companies
 - Registration with KRA
 - Business permits
- Registration with NSSF & NHIF
 - Company seals
- 4. Bodies Involved in Implementation of Preference & Reservation Schemes**
 - Role of Public Procurement Regulatory Authority
 - Role of National Treasury
 - Role of the Procuring entity
 - Role of Ministry of Youth & Gender Affairs
 - » Uwezo Fund
 - » Women Fund
 - » Youth Fund
 - » Huduma Centres
 - Non-Governmental Organizations
 - Financial institutions
- 5. Addressing Challenges in Implementation of Preferences & Reservation**
 - Financial challenges
 - Technical challenges
 - Social challenges
 - Political challenges
 - Technological challenges
 - Performance related challenges
 - Institutional challenges
- 6. Applying Preferences**
 - Citizen Contractors
 - Local Contractors
 - Citizen Contractors in Joint Ventures or Subcontract arrangements with Foreign Suppliers
 - Single Preference
 - National Preferences
 - Exclusive Preference
 - County Reservations

COURSE DELIVERY

Sessions are interactive. Delivery will be through formal Power Point presentations, discussions, Q/A sessions, Group exercises, Case Studies and role-plays.

TRAINING CERTIFICATE

A certificate of participation will be issued and workshop presentations sent to participants via e-mail. KISM members attending the workshop will earn 16 CPD hours which is equivalent to 4 CPD points.

TRAVEL & ACCOMMODATION

Participants are required to make their own travel and accommodation arrangements. A half board rate of Ksh. 4,800.00 has been negotiated with Izaak Walton Inn and is available to participants who wish to reside at this Hotel. To make reservations at Izaak Walton Inn, please call +254 712 781810/702 096762/712 277724/715 005719

To register for this workshop, please book online through www.kism.or.ke or email programs@kism.or.ke For workshop inquiries, please contact Mary or Purity on +254-0721-244828 / 0713 244828 /0705 244828 or e-mail programs@kism.or.ke