



KENYA INSTITUTE OF SUPPLIES MANAGEMENT

"Promoting Professionalism in Supply Chain Management"

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OFFICE OF THE SECRETARY/CHIEF EXECUTIVE OFFICER

Ref: KISM/CORR/CD&A/VOL. I/020

16th February 2026

Dear Sir/Madam,

PROCUREMENT METHODS AND BID DOCUMENTS PREPARATION IN EGP SYSTEM, FROM 18TH – 22ND MAY 2026 AT SAPPHIRE HOTEL, MOMBASA.

The Kenya Institute of Supplies Management (KISM) is the national body for professionals in procurement and supply chain management in Kenya. The Institute's mandate is derived from the Supplies Practitioners Management Act No. 17 of 2007.

In line with the Government's ongoing implementation of the Electronic Government Procurement (e-GP) System aimed at enhancing transparency, efficiency, and accountability in public procurement, this training is designed to equip practitioners with practical knowledge and hands-on skills in the selection and application of appropriate procurement methods, as well as the preparation of compliant bid documents within the e-GP platform, in accordance with the prevailing public procurement legal and regulatory framework.

This workshop is suitable for all SCM professionals, users, AOs, CEO, Chief Officers, County Secretaries, Directors, Municipal managers and staff, Engineers, Accountants and all other officers engaged in operating EGP System in organizations.

You are invited to attend and or nominate staff to participate in this workshop. To register, please book online via <https://events.kism.or.ke/events>.

The following workshop fee caters for the training sessions and materials, meals, and refreshments for the duration of the conference:

Member:	Kshs. 60,000.00 + 16% VAT
Non-Member:	Kshs. 65,000.00 + 16% VAT

Please note that all payments should be made in the form of a banker's cheque (Personal cheque will not be accepted), bank deposit slip, money order, M-Pesa payment reference, and evidence of funds transfer. For more information, please feel free to reach out via **email at programs@kism.or.ke or contact Titus or Daisy on 0111024800/0769878227**

Yours Sincerely

Kenneth Matiba, MBS, MKISM
SECRETARY/CHIEF EXECUTIVE OFFICER