

**IMPACT OF PROCUREMENT PROCEDURES ON THE OPERATIONS
OF KENYA WOMEN FINANCE TRUST**

(A CASE STUDY OF KERICHO BRANCH)

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BBM/2013/53400

**A PROJECT REPORT SUBMITTED IN PARTIAL FULFILMENT OF THE
REQUIREMENTS FOR THE AWARD OF DEGREE IN SUPPLIES AND
PROCUREMENT OF MOUNT KENYA UNIVERSITY**

DECEMBER 2015

ABSTRACT

The process of procurement usually begins when the procurer starts to search the market for bidders. After identifying the suppliers, a request for bids, proposals, quotes, and information can be made. However, direct contact with bidders can also be made instead of advertising the above requests. After selecting the suitable bidders, a quality check is essential in order to confirm the suitability of the goods in question. The next step would be negotiation of the terms, conditions, quality, and delivery schedules. Logistics and payment are the next two important processes that determine the safe delivery and the payoff of goods. The objectives of the study were to establish the procurement practices current used at Kenyan Micro-finance Institutions, to assess the effectiveness of the practices and to find out employees perception on the procurement practices. The methodology used involved descriptive research design seeking to explore the procurement practices in Kenya women finance trust. The study targeted 25 employees who were employed in the procurement department. Primary data was collected using structured questionnaires. Data was then analysed and presented using tables and graphs to provide a clear understanding. From the study, the researcher found that KWFT need to carefully improve its procurement system so as to face the challenges and become more efficient. The study also recommended that there should be more coordination between the senior staff and other employees so as to develop proper support between the management and other staffs.