

INVESTIGATION INTO MANAGEMENT OF PROCUREMENT
PROCEDURES OF INSTRUCTIONAL MATERIALS IN PUBLIC
PRIMARY SCHOOLS, IN KISII SOUTHSUB-COUNTY,
KISII COUNTY, KENYA

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ABSTRACT

The purpose of this study was to research on the management of procurement procedures of Instructional Materials in Public Primary Schools in Kisii South Sub- County, Kisii County, Kenya. Free Primary Education Funds (FPE) is usually given to schools by the government of Kenya for the smooth running of the schools' activities and programmes. Procurement of instructional materials is a policy requirement by the Ministry of Education Science and Technology. The objectives of this research were to determine whether the head teachers of Public Primary Schools followed the requirements and standards set for procurement procedures and the areas that needed capacity building in the management of school Instructional Materials. The study was to identify the procurement management practices in the schools. The main objective of the study was to find out how head teachers understand and practise procurement procedures in their schools. Managerial procurement is the branch of finance that concerns itself with the financial difficulty of finance techniques. The purpose of managerial practice is to understand what the figures mean and the book ratio of the learners. The study focuses on the supervision skills of heads of institutions and department of education, human and material support resources in Education institutions. Managerial finance is focused on assessment rather than techniques. The difference between a managerial and a technical approach can be clearly seen in discussion forums. One might ask if Free Primary Funds is assigned in the right vote head applying the accounting principles. The concern of a technical approach is more of a primary measurement. However, managerial approach is to understand what the figures mean, someone using such approach might compare the returns with other businesses in their industry. These comparisons might raise such questions, wanting to assess performance whether better or worse than our competitors. If not achieving the book ratio, why? Procurement practices are one of the challenges that head teachers face in their respective schools. Through procurement procedures management functions like planning, human resource material, directing of school programmes and funding can be enhanced. The literature review was to explore what different authors had written on generally procurement procedures at global context. Various methodologies were used because data collection was described and given in narrative and in inferential statistics. The target population was 53 public primary head teachers, 53 deputy head teachers, 53 class teachers, 53 chair persons and 53 class parent representatives. The study used random stratified sampling method. The researcher used a questionnaire to collect data. The data was collected and analysed using a descriptive statistics and presented in tables, graphs and charts. The study focused on validity and reliability of the outcome through piloting. The researcher compiled the report with the legal requirement of carrying out the research. The head teachers asked for capacity building, benchmarking and regular seminars to strengthen procurement programmes in their respective schools. It was noted that the funds sent to schools from the Ministry of Education were not enough to buy the learning and teaching materials. The study revealed that most schools had good record keeping. New schools should be assisted to construct a book store and this will be a sure way of safety of the instructional materials bought to schools.