

**THE EFFECTS OF PROCUREMENT PLANNING ON PERFORMANCE OF PUBLIC
ORGANIZATIONS: A CASE STUDY OF KENYA PORTS AUTHORITY.**

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**A RESEARCH PROJECT SUBMITTED IN PARTIAL FULFILMENT OF THE
REQUIREMENT FOR THE AWARD OF DIPLOMA IN PURSHASING AND SUPPLY
MANAGEMENT AT THE MANAGEMENT UNIVERSITY OF AFRICA**

JULY, 2021

DECLARATION

This study project is my original work and has not been presented in any other University.

Sign.....

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DSM/7/00044/1/20

Supervisor Declaration:

This study has been approved with the University Supervisor.

Sign.....

Date.....

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DEDICATION

I dedicate this project to my lovely family and friends for the support offered and the sacrifice of their time and other resources in supporting this project.

ACKNOWLEDGEMENTS

I would like to express my deepest appreciation to Allah for the good health, life, a health mind and the many blessings he has bestowed upon me. I would also like to acknowledge with much appreciation the crucial role of my supervisor Mr. James Samuel who in spite of being extraordinarily busy with his duties, took time to guide and keep me on the correct path through her brilliant advices, untiring assistance, direction, encouragement, comments, suggestions, support, ideas and constructive criticism to completion of this project.

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DEFINITION OF TERMS

Purchasing Planning - Purchasing planning is the process used by public companies or organizations to plan procurement activities over a period of time (Shipman, 2013).

Design specifications - quality tests as a measure of what level of service meets customer expectations (Gronroos, 2013).

Demand assessment - can be defined as identifying what needs to be purchased, what strategies or procurement strategies should be used, determining the time frame and the role of the complete procurement process (Ezeh, 2012)

Corporate performance - includes analyzing company performance against acquisition goals and objectives (Shipman, 2013)

ABBREVIATIONS

USA - United states of America

SRM - Supplier Relation Management

UK - United Kingdom

CRM - Customer Relation Management

ICT - Information and Communication Technology

PPOA - Public Procurement Oversight Authority

ABSTRACT

The main aim of the study was to base the impact of procurement plans on the performance of public bodies. The study was guided by the following key objectives to establish the impact of the Ports Authority's expenditure estimates on performance, to base the impact of the Ports Authority's performance needs assessment and to establish the ports' impact. Execution plans of the Kenya Authority. The study focused on a theoretical literature review on procurement planning issues on the following topics; Institutional theory, resource-based theory, and linear policy theory. This study used a descriptive research structure. Inquiries were given to employees selected by a deliberate sample method. The target population of the study was about 140 employees at the Ports Authority in Kenya. Data for this study were obtained from primary and secondary sources. Secondary data were collected from organizational audit reports on human resource management. Basic data were obtained from questionnaires sent to the staff. The study focuses on a sample size of 43 respondents 104. All measurement and quality data were collected. Quality data from secondary sources were analyzed using content analysis and logical analysis methods. Numerical data that were numerical were used to analyze raw data in a descriptive method on which the basic properties of the data were described. The results found that the purchase must be cost-effective and efficient. The results showed that demand assessment is important in procurement; Because they are effective tools for identifying appropriate interventions or solutions to ensure that end-to-end resources are directed to the development and implementation of a sustainable and appropriate solution for identified projects. The results showed that ambiguity in the measurements could lead to inaccurate or incomplete responses from potential suppliers. From the results it can be concluded that there is an important statistical relationship between procurement planning and performance. The study suggested that special emphasis should be placed on promoting key personal abilities that are not reflected in the public organization reform agenda. The researcher suggested that all department users in the department need to advance the resource requirements to their department to allow the purchasing department to adequately point out the department's needs to avoid wasting resources and where to spend them without risk planning. Causes procurement personnel.

CHAPTER ONE

INTRODUCTION

1.1 Background of the study

Planned acquisition is considered important, and with the maintenance of large, multi-year and / or millions of dollars of needed locks, as people change over time or circumstances change and risk and investigation continue to increase (Kovacs, 2018). Procurement planning is supported and encouraged by project management professionals and government departments because procurement contracts can lead to dissatisfaction and waste of time when they are not in use; His absence is sometimes one of the reasons for the availability of procurement by procurement experts and government departments (Agaba & Shipman, 2015).

A large number of African countries over the years have taken steps to reduce administrative power, as well as planning and development and this trend became popular in the 1980s (Livingstone & Charlton, 2018). In the late 1990s the existing procurement systems failed to adapt to the needs of expanding public procurement and remittances were generally accepted by government and donor partners (Agaba and Shipman, 2018).

In Kenya, there has never been a growing interest in procurement planning as found by the researcher as it is today. This is evidenced by the fact that Section 53 (2) of the Public Procurement and Expenditure Act (2015) provides that the accounting officer prepares the appropriate annual procurement plan in accordance with the Rules in the approved budget. each financial year as part of the annual budget preparation process. Section 53 (4) provides that all waste disposal will be arranged by a competent authority responsible for financing the annual waste disposal system as prescribed in the Rules. In addition, Section 53 (8) provides that the accounting officer will not

initiate any procurement process until he or she is satisfied that sufficient funds to pay the contractual obligations are reflected in his or her expected budget estimates. In addition Article 53 (9) provides for the accounting officer to intentionally initiate the procurement process without ensuring that a good deed, employee or budget allocated, has committed a crime under this Act.

This is now the policy of the purchase and disposal of government property. It transcends all procurement laws and regulations at all levels of society in Kenya. It has created a new procurement model designed to achieve a number of purposes. First, the economy and efficiency of procurement and waste collection in the public sector should be encouraged. The second is to ensure that the procurement and removal of public property is done in a fair, transparent and non-discriminatory manner. Third, to promote transparency and fairness in processes; fourth, to increase transparency and accountability in these processes and ultimately increase public confidence in these processes.

1.1.1 Overview of the organization

The Kenya Ports Authority (KPA) is a legal entity under the Transportation Department. It was enacted by Parliament on 20 January 1978 with the power to protect, operate, maintain and regulate all planned ports along the Kenyan coast.

The agency is responsible for the operation and management of Nairobi City, other small planned ports, Inland Container Warehouses and the International Telecommunication Office in Kampala. The Service Charter is part of our commitment to continue to improve our services and meet customer expectations. It explains KPA's commitment to customer service on a regular basis to ensure the provision of quality, efficient and effective service. KPA Business Plan (2019)

KPA has its own automated systems and procurement systems that make financial plans important for the purchase of many goods and services. This is because information purchases, auctions, market inquiries, quotes, purchase orders, shipments and details submissions are made using printed copies, emails and faxes. This data is exported in various formats including Word, Excel, and so on. 2018/2019 fiscal year, KPA has decided to use electronic access to online relationships with key suppliers, providing buying paper, and electronic design applications quotes and adoption later analysis and evaluation.

According to Ndua (2018), ports are more important than ever because of their unique role in economic development and their role in national or regional capitals. The changing environment of the port, the economy, society, technology and institutions, has put great pressure on eThekwin officials to redefine their role and purpose in addressing new challenges and encouraging the adoption of new strategies.

1.2 Statement of the Problem

Basheka (2018) has conducted research on the procurement planning of civil society organizations in Africa, and its results make it clear that procurement planning is one of the most important procurement activities that contributes to operational success. Local government and improving service delivery. He went on to say that it is a system that makes the procurement / procurement process available in local government services. Increasing the efficiency, effectiveness and efficiency of public procurement systems is an ongoing concern of government in developing countries and the global development community. Several experts have expressed great interest in

procurement planning in developing countries, but no one wanted to specify the direct impact of logistics on the performance of Kenyan government institutions.

Mullins (2018) confirms that donations to facilitate procurement planning to facilitate effective and efficient operations from civil society organizations are often irresistible in both developed and developing countries. Donations can be at local and regional levels in the administration of the public sector. His findings highlight an important and significant link between the cost of procurement and the delivery of services to the Kenyan municipal procurement system. These findings were compared with the results of international research, and recommendations were made for management, policy-making, and future research - however the study did not provide clear evidence of a positive relationship between asset planning and performance. The organization therefore results suggest that in-depth analysis is required.

Munagare (2017), conducted a study on the impact of property planning on service delivery. You have established that planning for acquisitions leads to a wide range of expected outcomes different from a typical business such as: reduction of contract value, understanding and managing total ownership, multiple purchase options (lease and purchase agreement), decision-making data, improved risk reduction before pricing, further identification of opportunities providers can add value, better relationships with suppliers that lead to improved performance. However, in this particular study, the performance of government agencies was not shown to depend on determining existing relationships that affect property planning.

Mawhood (2018) conducted research on issues affecting private property planning in Kenya; He emphasized that effective procurement planning was an important step in ensuring that the right services were delivered to the community, as well as increasing the level of service delivery that

can be made available to the consumer community. The procurement system assists procurement agencies to meet the high cost of services provided and enables agencies to identify and resolve all procurement issues before displaying procurement notices for services, services and services. Investigators are focusing on private sector procurement planning so that their findings can be communicated to international organizations that recognize the many offices of procurement offices.

Although there are a number of studies conducted on procurement planning, there is limited evidence on cost estimates, needs assessments and explanatory planning that leaves a gap in knowledge; moreover, none of these studies focused on the impact of social problems. The study therefore sought to close a large knowledge gap by examining the impact of procurement planning on the performance of civil society organizations and the Kenya Ports Authority as a subject.

1.3 Research objectives

1.3.1 General Objective

The general objective of the study will be to establish the effects of procurement planning on performance of public organizations with Kenya Ports Authority as a case study.

1.3.2 Specific Objectives of the Study

1. To establish the effects of Cost Estimation on performance of Kenya Ports Authority.
2. To determine the effects of Needs Assessment on performance of Kenya Ports Authority.
3. To investigate the effects specifications planning on performance of Kenya Ports Authority.

1.4 Research Questions

1. How does Cost Estimation cost estimation have an effect on the performance of Kenya Ports Authority?

2. How does Needs Assessment have an effect on the performance of Kenya Ports Authority?
3. How does specification planning have an effect on the performance of Kenya Ports Authority?

1.5 Justification of the study

The study may provide useful information to stakeholders spending public funds on how to take working measures to eradicate those factors affecting procurement plan and service delivery. Also, the findings of this study may contribute to the knowledge base that will be helpful for further researches by scholars and professionals of the field in future

This research will also enable the researcher attain the requirements for the award of diploma in Procurement. The study also enabled researcher to gain more and new knowledge and skills on the effects of procurement planning on performance of public organizations.

1.6 Scope of the study

The research was carried out at Kenya Ports Authority. The targeted population will be employees from the selected departments. A representative sample will be selected for the purpose of data collection using appropriate sampling procedures that included stratified sampling and simple random sampling.

1.7 Summary of the Chapter

This chapter presents the current state of asset planning, regional and environmental perspectives. It also ensured that procurement planning contributions to the facilitation and effective provision of service delivery to public sector organizations are not often disputed in developed and developing countries. Its impact can be felt in both the central and local branches of local government.

CHAPTER TWO

LITERATURE REVIEW

2.1 Introduction

This chapter will provide an overview of existing documents on the impact of procurement planning and operations of public bodies. Key components include; conceptual framework, analysis of existing literature relevant to the study, summary and variability in the study.

2.1 Theoretical Review

This chapter highlights the theoretical literature review on procurement planning practices under the following topics; Institutional Theory, Resource-Based Theory and Linear Policy Theory.

2.1.1 Institutional Theory

The study was guided by institutional and social and economic perspectives. An institutional view is a traditional approach used to evaluate public procurement tools (Obanda, 2010). There is no single, universally accepted definition of "institution" or "institutional view". According to Scott (2004), organizations are composed of cultural elements and scholars, as well as related activities and resources, that provide purpose to life. The author describes the three pillars of organizations as understanding, common sense and culture. Control column has focused on the use of laws, rules and punishment as means of force, so that the appropriate basis for compliance. The standard pillar refers to the rules (how to do things) and values (preferences or preferences), the basic social obligation of obedience. The pillar of cultural understanding depends on shared understanding (general beliefs, symbols, shared understanding). In Kenya, public procurement is governed by the PPAD Act (2015), rules and regulations issued from time to time by the PPOA Administration only and must ultimately comply with all PPOA suppliers and suppliers.

2.1.2 Resource-Based Theory

The second concept of resource-based research (RBV) emphasizes corporate resources as the basis for determining competitive profitability by planning for procurement and performance. It takes two approaches to analyze the sources of competition Peteraf and Barney (2003). First, this model assumes that companies within the industry (or strategic group) may differ depending on the package of regulatory resources. Second, it assumes that diversification of resources may continue over time because resources that use a collaborative strategy may not work well for all companies.

Resource diversity (or independence) is seen as a necessary condition for resource packages to contribute to achieving competition. The discussion goes on to say that if all the companies in the market have the same resources, there is no one-size-fits-all strategy available to all other companies in the market, Cool et al (2002). Barney (2003) explains that Procurement Performance is due to resources having different levels of performance which means that companies are able to deliver more of their customers at a given price (or they can pay the same levels of performance below cost).

2.2.3 Linear Policy Theory

This idea was developed by Grindle and Thomas (2000) also known as the rational model and is the broadest theory on how to develop policy. It sets policy making as a rational, balanced, purposeful and analytical solution. In the process, decisions are made in a series of steps, first by identifying the problem or problem and finally by solving the task to be solved or addressed. Types of policy frameworks include; identify and explain the nature of matter to be addressed; to identify alternatives; to weigh the pros and cons of each of these methods; choosing the option that provides the best solution; apply policy and the possibility of evaluating the outcome (Grindle & Thomas, 2000).

This approach ensures that policymakers look at issues logically, go through every reasonable stage of the process, and carefully consider all relevant information. When policies do not achieve their intended goals, they are often blamed not on the goal itself, but on political or administrative failure to implement it (Findlay, 2009). Failure can be attributed to the recent lack of political will, mismanagement or lack of resources that hinders the effective development and implementation of procurement (Findlay, 2009). The Linear Policy Model determines how policies are formulated and applied to the organization. The model argues that the failure to implement the policy can be attributed to mismanagement and lack of resources and this means that administrative support and budget allocation play a major role in supporting policy implementation. Implementation of procurement policies is often determined by procurement planning, administrative support, budget allocation, and preparation of procurement progress reports, procurement records management and procurement methods used.

2.2 Empirical Literature review

Njeru (2015) read stories about the establishment of effective community training centers in Kenya. The integrated design of the study was accepted as the purpose included the institutions of 40 universities in Kenya. The randomized controlled trial was used to select a sample size of 35 community training centers. Questionnaires are used as large data collection tools and are tested using test studies to verify accuracy and reliability. The results of statistical and statistical data analysis show that the procurement policies used, supplier management strategies, asset management systems, professional training and implementation of ICT-based systems have disrupted procurement implementation by more than 80% of Kenyan institutions of higher learning. It was concluded that supplier management is followed by training and that procurement policies are key factors that often affect the effective implementation of procurement methods at public training institutions at Kenyan universities.

A Handfield (2014) study found that the combination of procurement and ICT services has enabled many community training institutions to improve the quality of procurement services. A study by Sanjeeve (2014) found that the adoption of ICT procurement by many government agencies in Africa was hampered by a lack of electronic procurement, and a lack of systems. purchasing staff skills. .

Kipkemoi, (2014) conducted a study on the impact of materials on public procurement programs on project implementation: a case in K County County. The researcher took a descriptive research method and therefore the questions, were used to collect data. The kit was treated as a sample of 48 respondents from various departments in 11 groups working in the Kericho County government department. The above information from this study was derived from the literature review of the doctrinal review and the depth and structure of thought. Data analysis was performed using the SPSS to obtain the required statistics especially for specific bias such as measurements and deviations from presentation rates using tables and graphs. He found that active stakeholder participation and on-site and organizational meetings encouraged effective implementation and sustainability projects. Fraud and deceptive practices in project management create unnecessary losses and delays in project completion. Most projects have used low cost, high quality and available bidding costs and bids. The study also revealed that the lack of pricing guidelines for similar services in different parts of the country leads to increased costs.

2.3 Summary and research gaps

It is a function that sets in motion the entire procurement process of public organizations. Roodhooft and Abbeele (2018) alluded that public bodies had always been big purchasers that dealt with huge budgets. There's need for accountability and transparency in government procurement due to the large amount of money that's involved and also due to the fact that the money comes from the public (Hui, 2011). Due to inefficiency and losses in State owned enterprises' operations, the Government is required to carry major procurement burdens (SCAC, 2019). In a study on parastatal governance problems in Kenya, the following issues emerged: huge financial losses, inefficiency in operations and provision of poor products and services (Atieno, 2019).

2.3 Conceptual framework

According to Orodho (2019) the conceptual framework is an example of a presentation in which the researcher thinks or represents the relationship between change and shows the relationship in pictures or series.

Independent variables

Dependent variable

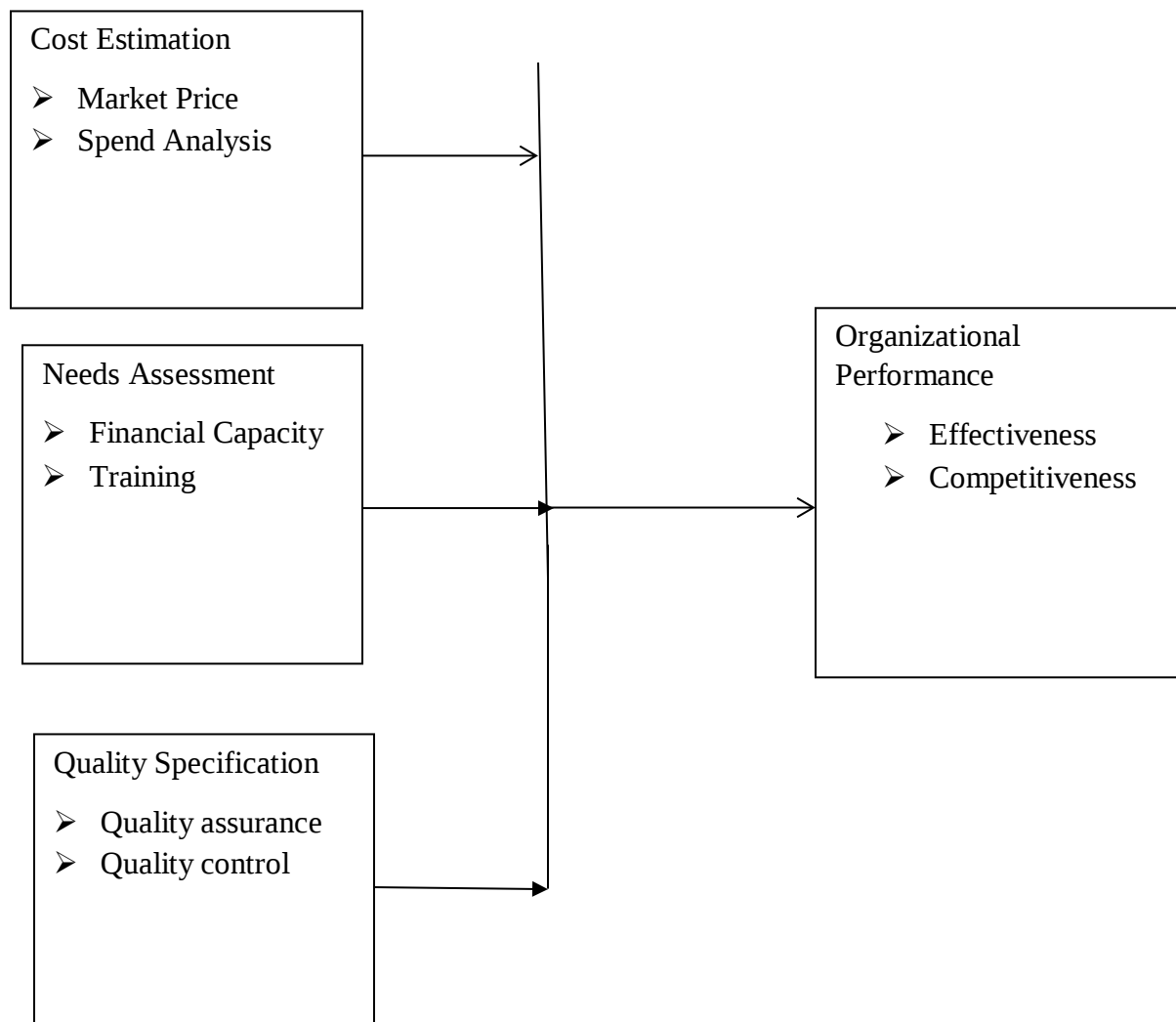


Figure 2.1 Conceptual Framework

Table 2.1 Operationalization of Variables

OBJECTIVE	VARIABLE	INDICATOR	MEASUREMENT STYLE
Cost Estimation	CE	Market Price Spend Analysis	Measured by Question of part B, No.8 in the appended questionnaire
Needs Assessment	NA	Financial Capacity	Measured by
		Training	Question of part C, No.7 in the appended questionnaire
Quality Specification	QS	Quality assurance Quality control	Measured by Question of part D, No.7 in the appended questionnaire

2.5 Operationalization of variables

Cost Estimation

Purchases must be economical and practical. This means that it must be based on market prices and that it must create certainty. It also means that bad practices such as unnecessary purchases lead to the destruction, deterioration and tearing of shares, overpaid votes, unplanned payments, shortages if necessary, high quality products and other similar items. The budget and procurement plan is based on the estimated price taken from the market research database, which according to the regulations has to be collected and updated regularly by the procurement component. Cost is one of the factors that influences the perception of consumers, but price is not just seen as a price.

The procurement plan (PP) must be integrated into the budget plans on the basis of budgetary guidelines or approvals, as set out in PPDA (2015). a research database that must be compiled and updated from time to time by an procurement component in accordance with regulations, PPDA (2015). Cost is one of the factors that influences the perception of consumers, but price is not just seen as a price.

According to the Strategic Plan for the Judiciary (2012-2016), it aims to streamline the preparation of budgets, and establish management systems and accountability to meet the requirements of policy and customer requirements. In particular, reviewers plan to improve and apply value-for-value criteria, methods and indicators for auditing audits, training committees in structured units; and the design of a unit procurement unit. In a 2007 base analysis of the prices of ordinary consumer goods, it was found that PE buys on average 60% above the current market price (English, 2015).

Needs Assessment

Requirement assessment includes identification of what needs to be purchased (which is an assessment of needs), how organizations can meet adequately, quantity of requirements, services or services, what procurement methods or methods need to be used, time frames, and the function of a comprehensive search plan (Ezeh, 2018), Needs Assessment 'is a systematic way of identifying and adjusting those needs, or gaps between current conditions and your desired conditions or interests. This is important in purchasing; because it is an effective tool for determining appropriate interventions or solutions and clarifying a problem to ensure that sufficient resources (pre-budgeted) are guided in the development and implementation of a viable and appropriate choice of targeted provisions. In accordance with (PPOA, 2015), the beginning of the procurement process needs to know and know what is needed. It is informed by the reading area, plan, production plans, work plans, financial or utility budgets and procurement plan. Demand formation is the basis for conducting market research to identify items such as prices, new products or alternatives, new supply, type of competition and the environment that can affect the retail market. In a 2016 report, (Karin) chose not to respect procurement practices as a major obstacle to the development of consumer spending in Kenya.

Specification Planning

Specification planning is a way of defining a description of the required items and / or services and forms part of the Invitation to Give or Invite a Letter of Interest (Ezeh, 2018). The design should reflect the needs of the customer and the user group. Procedures for requesting invitations should begin only after all requirements have been clear and clearly defined. This is to ensure that all potential sellers have a clear strategy to follow, firstly when they are looking for an item or

service, and secondly, when they are making a contract agreement or if they are the successful seller (Blanks, 2016).

According to Garvin (2019), the type is defined using five different methods namely; the way passes; product-based approach; the user-based approach; the manufacturing-based approach; and the value-based approach. Transit patterns are similar in type to

Innate capability: A product-based approach that defines quality as quantity or weight of the desired quality in a product: The user-based method identifies a high quality item as one that fully satisfies customers' needs or needs.

It was contested that interpretation is an important part of the purchasing function. Without a high standard definition the process can be fraught with problems and obstacles for the procurement department. The nature of the definition is as good as the following; It considers the best needs of the end user, allows for a more efficient and transparent purchase process, provides testing / evaluation so that the received goods / services meet the standard set in the standard and offers a fair reward at the lowest possible price.

The statement should be clear and clearly explain the expectations expected of the seller. Misunderstandings in the decision may result in inappropriate or incomplete answers from potential donors. A poor description of the requirements may mean that the product or service was not delivered as required (Arrowsmith, 2016).

For public spending, it is important that all events are held accountable and transparent. Part of this process involves fulfilling the requirements of the assessment process to ensure that all offers are evaluated in the same context. Generally, this means seeing what your workplace needs from prospective providers, and how important each of these requirements is. The clarity method that is used to evaluate the compliance of a offer to which the description needs to be improved when writing the layout. They demonstrate changes in behavior and their value to each other, and the process will affect the stage in the selection of feedback provided by vendors (Procurement Governance Policy, 2016).

CHAPTER THREE

RESEARCH METHODOLOGY

3.1 Introduction

This chapter lists the different levels and levels of completion of the study. It included a data collection system. This section was a strategy, strategy or general framework designed to assist the researcher in answering research questions. Therefore this research unit has identified the methods and techniques used in data collection, use and analysis. In particular the following points were added; research design, target audience size, system design, data collection tools, data collection methods and data analysis.

3.2 Research Design

The study adopted a descriptive research structure. The innovation is considered appropriate as it will allow the researcher to access many topics in a short period of time (Kothari, 2013). Its purpose is to provide a complete and detailed description of the current situation with a view to using the data to justify and make more effective plans. The population was selected to manage the survey and collect enough data on time and cost limit.

3.3 Target Population

The people considered in the study were 140 employees of the Kenya Ports Authority. This company was selected because of its proximity to the researcher and because it introduced the PPD program in 2015 and faced implementation challenges. Therefore, the research presented in this study provided important information and useful guidelines to help to accelerate the adoption of the Kenya Ports Authority's procurement plan and improve the organization's financial performance.

Table 3.1 Target population size analysis table

Category of employees	Target population	Percentage of population
Procurement	35	25%
Supplies	30	21%
Finance	25	19%
Human Resource	20	14
Operations	30	21
Total	140	100%

(Source, HR records of Kenya Ports Authority 2020)

3.4 Sampling and Sampling Technique

Bayman and Bell (2012) define a sample as the segment of the population that is selected for the investigation. Sampling is the procedure used in selecting the population units that constitute the sample.

According to Mugenda & Mugenda (2015) a sample size of 30% is considered a sufficient sample size hence the researcher used 30% as the sample size. Stratified random sampling was used since each unit of population has equal probability of inclusion in the sample and there was no opportunity of human bias. Also the method is not dependent on employee availability since there were 10 members of staff in stores and all of them were chosen. Random numbers were used to select respondents hence giving each member an equal opportunity for selection and reducing biasness.

Table 3.2 Sample size analysis table

Category of employees	Target population	Sample 30%	Total percentage
Procurement	35	11	25%
Supplies	30	9	21%
Finance	25	8	19%
Human Resource	20	6	14%
Operations	30	9	21%
Total	140	43	100%

3.4 Instruments

The questionnaires contained closed ended questions that solicited respondents' views on procurement planning, as weighted on liker scale. Questionnaires were self-administered and picked one week later to allow respondents humble time to fill them. In addition to primary data, secondary data was obtained from relevance journals, books, researches and other academic publication.

3.5 Pilot Test

A draft questionnaire was tested informally concentrating on the research questions by my colleagues and family who read through and provided constructive comments on wording and meaning of each question. To ensure that the research instrument is valid, reliable, clear and free from errors, the study conducted a pilot study on selected 12 selected respondents which were later

omitted from the main study. The questionnaires that were tested for piloting were not included in the final study findings.

Validity

According to Zikmund (2013) validity tests involve ascertaining the accuracy of the instrument by establishing whether the instrument focuses on the information they are intended to collect. For this study, to ascertain face validity, the instruments were constructed and passed over to supervisor for constructive criticism and later were revised according to his comments. The results of their responses were analyzed to establish the percentage representation using the content validity index.

Reliability

The reliability check is very important because it shows the length at which the measurement gives the final result if the measurements are taken twice. This validity of the study was confirmed by establishing interactions between components derived from different age groups. Cronbach's alpha was used to determine the internal integrity of the test used in this study. According to Sekran (2014), as stated by Wanyoike (2013), the reliability should be up to 0.70. A Cronbach alpha greater than 0.7 means the instrument being used is reliable and acceptable for lead as the alpha exceeds the maximum value.

3.6 Data Collection Procedures

The study distributed and recorded the questionnaires to the identified sample and gave the respondents a time frame within which the questionnaires were collected and observations data was naturally recorded

3.7 Data Analysis and Presentation

All statistical and appropriate methods were used in this study. Most non-numbered thinkers respond, ideas; Articles and ideas. This study used a lot, especially descriptive ones. Periodic analysis was used to determine whether one variance was predicting a different type, so it was used to identify the relationship between dependent and non-dependent. Search is displayed as tables, bar graphs, pie charts and sections.

3.8 Ethical Consideration

Morality is the standard of conduct that determines our behavior and our relationships with others.

The moral values are:

3.8.1 Informed Consent

Wherever you can contact the interviewer, the discussion should be discussed. The interviewer should begin by identifying his or her name, the name of the research organization, and briefly explaining the purpose and value of the study.

3.8.2 Voluntary Participation

Attempts to participate in economic or other activities are not uncommon in the profession or are shown in fashion as a compulsion.

3.8.3 Confidentiality

Once a privacy guarantee has been granted, confidentiality becomes essential. Applicants must restrict access to information that indicates names, phone numbers, addresses, or other indicators.

3.8.4 Privacy

Everyone has the right to privacy, and researchers must respect those rights. Confidentiality is important not only to maintain the research but also to protect respondents.

3.8.5 Anonymity

The rights and health of the respondent must be adequate protection. Respondents must have provided their information before taking part in the study.

3.9 Chapter Summary

This chapter describes the steps and steps taken to complete the study. This includes a data collection plan. This section is a complete, structured or structured design that enables the researcher to answer research questions that have arisen. As a result, the research in this section highlights the methods and skills used to collect, organize and analyse data. In particular, the

following sections were included; Research, population, selection methods, data collection tools, data collection methods and monitoring. The collection of start-ups was criticized because there were respondents who did not want to fill out the questionnaire. The researchers reassured them that the research was informative and that their findings were highly confidential.

CHAPTER FOUR

DATA ANALYSIS PRESENTATION AND INTERPRETATION OF FINDINGS

4.1 Introduction

This chapter presents and discusses the analysis, presentation and interpretation of research findings related to the research objectives. These explained the procedures and techniques applied to analyze and present the data acquired through the use of questionnaires and these data expresses different respondents.

4.2 Background information of respondents

Findings on the Background information of respondents were captured and results are evidenced below

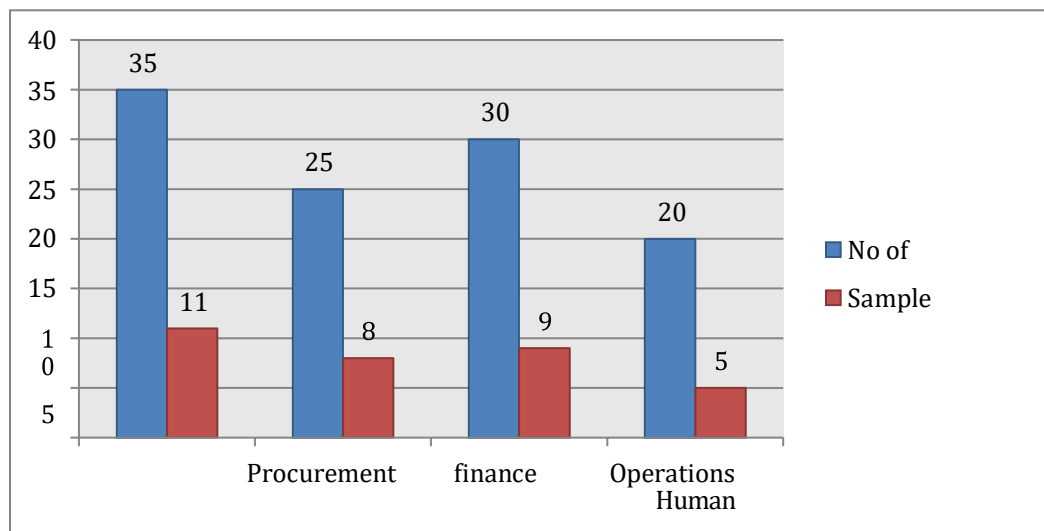


Figure 4.1: Respondents

Figure 4.1 above indicates that out of the total sample population 5 employees were from Hr, 8 from finance, 11 from procurement and 9 from operations. Employees were selected from different department to have an evenly distributed finding.

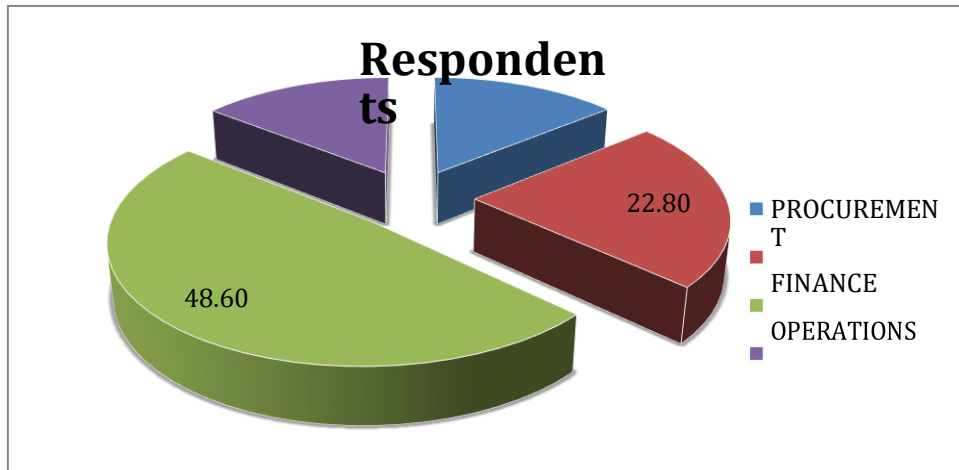


Figure 4.2: Respondents representation

Out the total respondents 48.6% were from operation department, 22% were from purchasing, 14.3% from HR this show an equitable distribution if information

4.2.1 Age representation

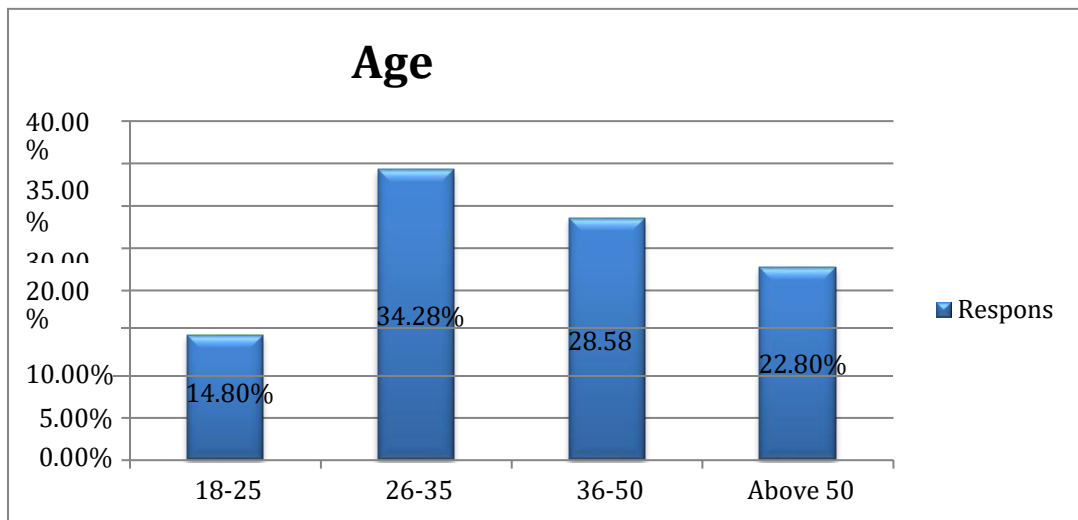


Figure 4.3: Age representation

From the figure above, 14.28% of the respondents were between 18 to 25years of age, 34.28 % were between 26-35years, 28.58% were between 36 to 50years, and 22.8% were above 50 years. From the response it's evident that most respondent were between age 26-35.

4.2.2 Gender

Table 4.1.2: Gender

Response	Frequency	Percent
Male	20	57.15
Female	15	42.86
Total	35	100.0

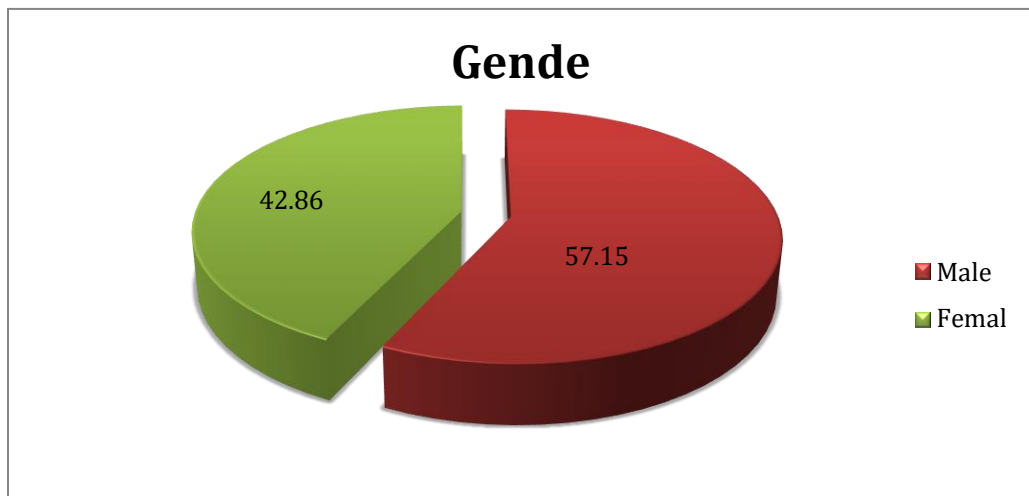


Figure 4.4: Gender representation

From the table and figure above, 57.15% were male and 50.86% female. This shows both genders were equally represented.

4.2.3 Education Level

Table 4.1.3: Education Level

Response	Frequency	% Percent
Certificate	5	14.28
Diploma	10	28.57
Degree & Above	20	57.15
Total	35	100.0

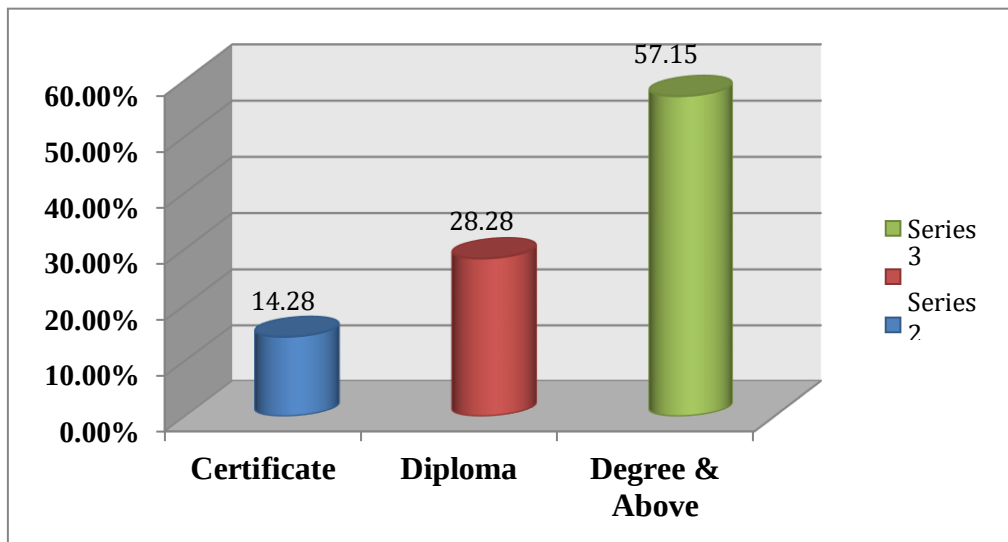


Figure 4.5: Education Level

From the table and figure above, 14.28% of the respondents were Certificate holders, 28.57% were Diploma Holders, 57.15% had a bachelor's Degree and above. This implies that most respondents were well educated and qualified for their jobs.

4.2.4 Period served

Table 4.1.4: Period spent working with Kenya Ports Authority

Response	Frequency	Percent%
Less than 2years	8	22.86
2-5years	9	25.71
6years and above	18	51.43
Total	35	100.0

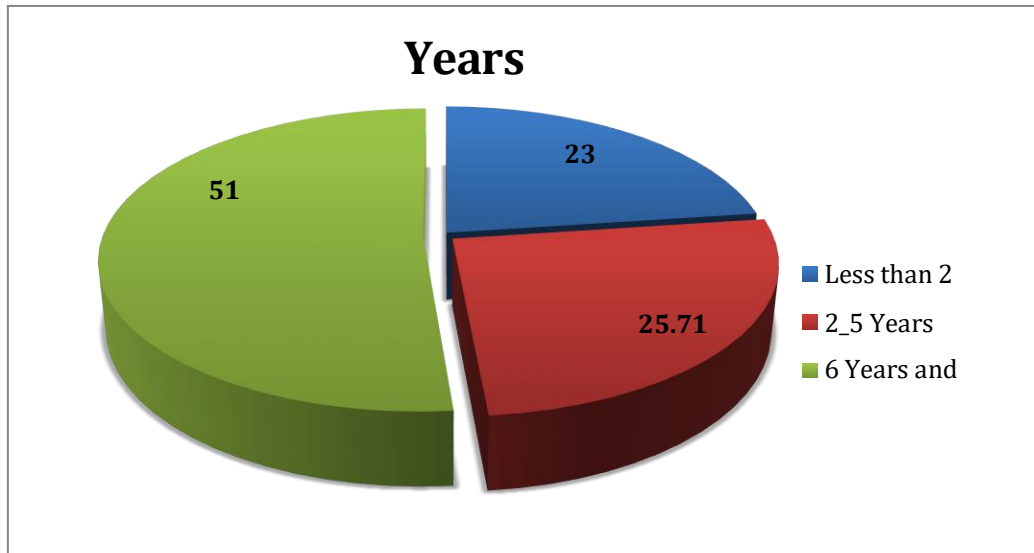


Figure 4.6: Years served

From the table and figure above, 51% of the respondents had less than years of service working with Kenya Ports Authority, 25.71 % between 2 to 5 years and 23% had 6 years and above of service with Kenya Ports Authority. This implies that respondents had experience with the study.

4.2.5 Highest level of education attained

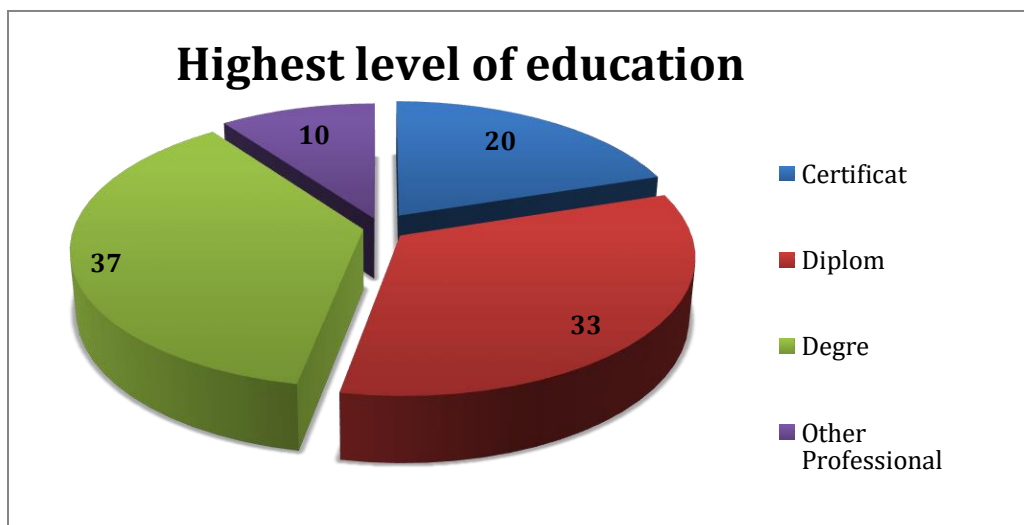


Figure 4.7: Highest level of education attained

From the figure above, 20% of the respondents were certificate holders, 33.3% diploma holders, 36.7% degree holders, and 10% had other professional qualifications

4.3 Effects of procurement planning on organizational performance

This objective is analyzed by looking at the following variables: needs assessment, quality specification and cost estimation. Below are the results from the respondent.

Table 4.2: Showing effects of procurement planning

effects of procurement planning	Frequency	percentage
needs assessment	35	58
Quality specification	10	17
cost estimation	15	25

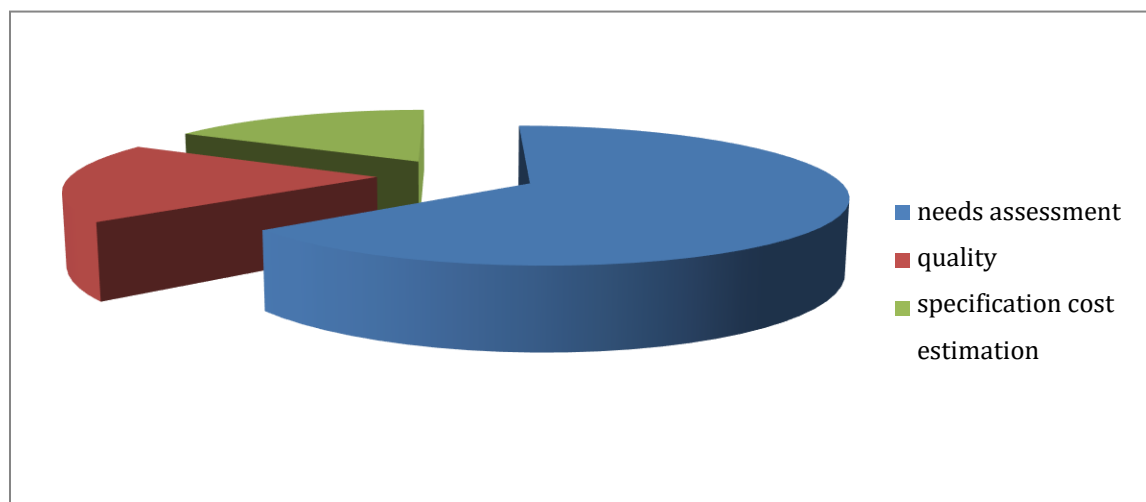


Figure 4.7: Showing effects of procurement planning

4.4 Quality specification as an effect of procurement planning

Table 4.3: Quality specification as an effect of procurement planning

Quality Specification	Mean	Rank
Type of item to be procured	4.34	1

Financial capacity	4.37	2
User involvement in the specification	4.39	3
Professionalism Applied	4.40	4

4.4.1 Findings on quality specification as an effect of procurement planning

The results of the acquisition of quality specification as a result of the procurement plan are set at the highest purchase item with a total cost of 4.34. The results show that quality specification as a factor affecting the procurement planning is best considered in the type of item to be purchased. The department that applies when applying for them needs to come up with a description of their requirement which must be within the standard quality measures.

4.5 Extent to which Cost Estimation affects procurement planning

The study also sought to obtain a dissemination of all factors considered to be the results of Daily Success including photography, quality discrimination and application evaluation. These results affect the planning of buying a private home.

Evaluated with a balanced approach to your beauty, followed by performance performance and ultimately but unique quality. The rate is shown in the table below

Table 4.4 Ranking of all effects of procurement planning on organizational performance

Factors	Mean	Rank
Cost Estimation	4.0	1
Need Assessment	4.1	2
Quality Specification	4.2	3

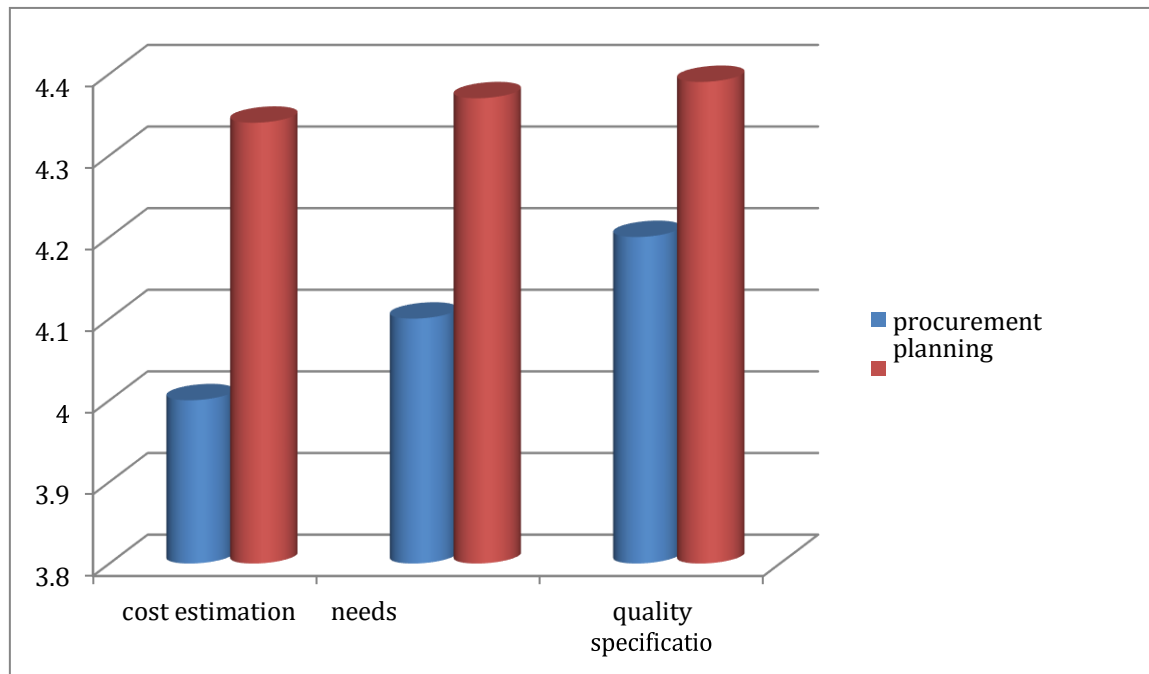


Figure 4.8: Showing effects of procurement planning on organizational performance

To assess the impact of the improvement on the procurement system in the operations of organizations, Value Rating is set at 4.0, The rating need to be ranked second on the scale and will be 4.1 more in the definition of quality rated third with a rating of 4.2

4.5.1 Managements view on Cost Estimation as an effect of Procurement Planning

A study to find out what the eye measures in XP How to take the administration. This is measured by the following activities: market price, material capacity, financial capacity and technical staff.

The cost estimate affects the monthly purchase plan because no one does the research without making an economic estimate The second estimate was the quality of the product available. There is no way a buyer can estimate or measure a price without adding quality. The tools used in marketing are valued in terms of the quality of the product, if the quality is higher below and the quality is lower than the lowest price. The researcher therefore established managers who were described as measuring fluids from XP and involved in the conversion process. In addition body

size is determined by the purchasing power experience of the Contact and Market Survey, the financial strength of the organization in determining the amount of budget to open that voice and the quality of resources used to finance the financial capacity of the entire staff budget.

CHAPTER FIVE

SUMMARY CONCLUSION AND RECOMMENDATIONS

5.1 Introduction

This chapter presents the summary, conclusion of the study and recommendations for actions and future research directions. It was drawn from the findings and the analysis which were made after conducting the study.

5.2 Summary

This section provides a summary of the key findings in relation to the study objectives of the study.

5.2.1 Effects of Cost Estimation on performance of Kenya Ports Authority

The researcher has made it clear that buying should be cheap and effective This means they should be based on market price and should be able to save. It also means bad habits such as reckless purchases that lead to rubbish, obsolete stocks, invoice calls, unplanned expenses, shortage of goods when needed, poor quality products and the like should be avoided. The budget and procurement plan is based on the cost estimate of a market research database that must be collected and regularly updated in the procurement sector in accordance with the rules, which clearly defines the results indicating that most respondents do not agree with the fact that it is one of the client's views.

5.2.2 Effect of Needs Assessment on performance of Kenya Ports Authority

The results showed that the Needs Assessment is important for procurement; because it is an effective tool for identifying appropriate interventions or solutions by clearly defining the problem to ensure that limited resources (Pre-Allocated Assets) focus on building and implementing effective and efficient solutions for identified projects , most respondents indicated that the beginning of the procurement process requires recognition and recognition. This information is

presented in the form of assets, project plans, production schedules, performance strategies, budget for financial or operational needs and procurement plan.

5.2.3 Effect of specifications planning on performance of Kenya Ports Authority

Results from the majority of respondents agreed that the definition is an important part of the procurement process. If the quality of the work is not checked it can lead to problems and challenges in the procurement department. Parts of that positive definition; Identifies the minimum needs of the end user, allows for a fair and transparent procurement process, provides testing to ensure that the products / services received meet the brand standards and offer the same rewards at the lowest possible price. Explain that ambiguity in the definition can lead to incorrect or incomplete responses from suppliers. Poor description of the requirements may mean that the product or service is not delivered as required.

5.3 Conclusions

Based on the above results it can lead to an important statistical relationship between asset classification and performance. Staff capabilities have been technically demonstrated in terms of cost estimation and quality definition of the procurement plan as reflected in the results Factors affecting procurement planning have been identified as needs assessment, cost measurement and quality classification; Other identified factors include: institutional financial capacity, technology, management structure, procurement office access, market value and quality of procurement. Some of the identified issues are very important in the institutional procurement process. Lack of proper planning to identify customer needs of the organization creates a pattern of illegal activities in the procurement sector such as corruption and misuse of resources, excessive budget voting and therefore joining the procurement plan is important for the budget. an institutional structure.

Ability to train staff in all departments so procurement research has shown that there is a great need, an effective and effective procurement approach can only be achieved through proper planning and recruitment or agency skills is expecting a flawed procurement system.

The purpose of the procurement plan is that planning is not about the future decision but the impact of today's decision, the objectives should be shared by all users this will affect product performance and efficient use of resources and budget allocation.

5.4 Recommendations

Based on the above results, the researcher then recommends the following:

The results revealed that procurement skills especially the most important human skills are predicting the best performance of the consumer sectors and the organization as a whole.

Particular attention should be paid to building key personal skills that are not specified in the Agenda of civil society organizations. This type can be used for major staffing tasks such as recruitment and selection, performance management and training and development of procurement officers with the aim of ensuring quality staff.

There is a need for all users to improve the organization department resources department to allow the procurement department to vote on budgets department needs to looga avoid waste and costs as well as with a risk of procurement staff.

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There is a need for all users sector organizations to improve the department requirements to allow these departments in the procurement plans of matching the needs of the budget vote looga to avoid waste of resources and the spending plans without the risk of getting a professional.

There is a need for all users sector organizations to improve the department requirements to allow these departments in the procurement plans of matching the needs of the budget vote looga to avoid waste of resources and the spending plans without the risk of getting a professional.

5.5 Suggestion for Future Study

The Researcher recommends more studies to be replicated in different public sectors to enable the readers acknowledge the area of study.

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APPENDIX I: QUESTIONNAIRE

SECTION A: PERSONAL INFORMATION (TICK WHERE APPROPRIATE)

1. Name in full (optional).....

Your Sex:

(a) Male ☐ (b) female ☐.

2. Which position do you occupy on the organization?

(a) Management staff ☐ (b) Non-management staff ☐

3. Age bracket (years)

20– 29 (☐) 30 – 39 (☐)

40 – 49 (☐) 50 and above (☐)

4. Please tick the highest level of your education (academic)

PhD (☐) Diploma (☐) Certificate (☐)

Masters (☐) Degree (☐) Secondary (☐)

5. Please tick your professional qualification if any

CIPS (☐) CP (☐)

PSM (☐) MSc (☐)

6. How long have you served in your position stated in question 3 above?

1– 5 year (☐) 5 – 10 years (☐)

10 – 15 years () 15 years and above ()

SECTION C: Financial Planning

S/N	Statement	Response				
		SA	A	UD	D	SD
1.	Does Cost estimation attain value for money on purchases made?					
2.	Does Spend Analysis is based on realistic cost estimates derived from the market research?					
4.	Does Cost Estimation enhance organization performance?					

SECTION B: Needs Assessment

S/N	Statement	Response				
		SA	A	UD	D	SD
1.	Does Needs Assessment shows how the organizations needs can best be met, the scope of the goods, works or services required?					

- 2 Does Identification of requirements saves time on the overall procurement processes?
- 3 Does Needs Assessment approach significantly affect organization performance?

SECTION C: Specification Planning

S/N	Statement	Response				
		SA	A	UD	D	SD
1.	Is Quality assurance is an integral part of the procurement function?					
2.	Does Quality control typically centre on the creation of value affect the profitability of the procurement process?					
3.	Without a quality specification the planning process can be filled with pitfalls and obstacles for the purchasing department?					
4.	Good specification planning provides for testing/inspection to insure the goods/services received meet the standard set forth in the specification and provides equitable award at the lowest possible cost?					

THANK YOU

APPENDIX III: WORK PLAN

ACTIVITY 2021	January	February	March	April	May	June
Introduction						
Literature review						
Project development						
Project presentation						
Data collection						
Data analysis						
Final report write-up and presentation						

APPENDIX IV: PROJECT FINANCIAL BUDGET

Item	Cost
Stationary	5,000.00
Photocopy	4,000.00
Typing	5,000.00
Transport	3,000.00
Binding	3,000.00
Data Analysis	4,000.00
Internet	6,000.00
Contingency	5,000.00
Total	35,000.00

