# FIRST SCHEDULE

# THRESHOLD MATRIX

# THRESHOLDS MATRIX FOR CLASS A PROCURING ENTITIES

Procurement Method	Maximum or minimu a particular procure	ım level of expenditure nent method	allowed for the use of	Segregation of duties for different officers and committees in the procurement cycle under section 26(3)(c) of the Act					
	Goods	Works	Services	Person responsible for procurement initiation	Body responsible for the awarding the contract	Person responsible for signing the Contract	Verification of receipt of goods, services or works		
International Open tender (s 71 of the Act)	Maximum level of expenditure shall be determined by the funds allocated in the budget for the particular procurement	Maximum level of expenditure shall be determined by the funds allocated in the budget for the particular procurement	Maximum level of expenditure shall be determined by the funds allocated in the budget for the particular procurement	The Head of the Procuring Entity or the Accounting Officer	Tender committee	The Accounting Officer	Inspection and acceptance committee		
	There is no minimum level of expenditure under this method	There is no minimum level of expenditure under this method	There is no minimum level of expenditure under this method	The head of the procuring entity or the head of the user department	Tender committee	The Head of the Procuring Entity or the Accounting Officer	Inspection and acceptance committee		
National Open tender (s 54(2) of the Act)	Maximum level of expenditure shall be determined by the funds allocated in the budget for the particular procurement	Maximum level of expenditure shall be determined by the funds allocated in the budget for the particular procurement	Maximum level of expenditure shall be determined by the funds allocated in the budget for the particular procurement	The head of the procuring entity or the Accounting Officer	Tender committee	The Accounting Officer	Inspection and acceptance committee		

	When using this method the minimum expenditure that requires advertising is Kshs 6,000,000	When using this method the minimum expenditure that requires advertising is Kshs 6,000,000	When using this method the minimum expenditure that requires advertising is Kshs 3,000,000	The head of the procuring entity or the head of the user department	Tender committee	The Head of the Procuring Entity	Inspection and acceptance committee
Restricted tender Under s 73 (2)(a) of the Act	Maximum level of expenditure shall be determined by the funds allocated in the budget for the particular procurement	Maximum level of expenditure shall be determined by the funds allocated in the budget for the particular procurement	Maximum level of expenditure shall be determined by the funds allocated in the budget for the particular procurement	The Head of the Procuring entity or the Accounting Officer	Tender committee	The Head of the Procuring entity or the Accounting Officer	Inspection and acceptance committee
	The minimum level of expenditure is Kshs 20,000,000 below this threshold use open tender	The minimum level of expenditure is Kshs 20,000,000 below this threshold use open tender	The minimum level of expenditure is Kshs 20,000,000 below this threshold use open tender	The Head of the Procuring entity or the Head of the User Department	Tender committee	The Head of the Procuring entity or the Accounting Officer	Inspection and acceptance committee
Restricted tender Under s 73 (2 )(b) of the Act	The Maximum level of expenditure shall be Kshs 20,000,000 above this threshold use open tender	The Maximum level of expenditure shall be Kshs 20,000,000 above this threshold use open tender	The Maximum level of expenditure shall be Kshs 20,000,000 above this threshold use open tender	The Head of the Procuring entity or the Head of the User Department	Tender committee	The Head of the Procuring entity or the Accounting Officer	Inspection and acceptance committee

### THRESHOLDS MATRIX FOR CLASS A PROCURING ENTITIES

Procurement Mathad		n level of expenditure allow	ved for the use of a particular		for different office	rs and committees in the p	rocurement cycle under
Method	Goods Goods	Works	Services	section 26(3)(c) Person responsible for procurement initiation	Body responsible for the awarding the contract	Person responsible for signing the Contract	Verification of receipt of goods, services or works
	The minimum level of expenditure is Kshs 1,000,000 below this threshold use request for quotations	The minimum level of expenditure is Kshs 2,000,000 below this threshold use request for quotations	The minimum level of expenditure is Kshs 1,000,000 below this threshold use request for quotations	Head of the User Department	Tender committee	The Head of the Procuring entity or the Accounting Officer	Inspection and acceptance committee
Restricted tender Under s 73 (2)(c) of the Act	The Maximum level of expenditure shall be Kshs 20,000,000. Above this threshold use open tender	The Maximum level of expenditure shall be Kshs 20,000,000. Above this threshold use open tender	The Maximum level of expenditure shall be Kshs 20,000,000. Above this threshold use open tender	The Head of the Procuring entity or the Head of the User Department	Tender committee	The Head of the Procuring entity or the Accounting Officer	Inspection and acceptance committee
	The minimum level of expenditure is Kshs 1,000,000 below this threshold use request for quotations	The minimum level of expenditure is Kshs 2,000,000 below this threshold use request for quotations	The minimum level of expenditure is Kshs 1,000,000 below this threshold use request for quotations	Head of the User Department	Tender committee	The Head of the Procuring entity or the Accounting Officer	Inspection and acceptance committee
Request for proposals (s 76(1) of the Act)	This method is not applicable for procurement of goods	This method is not applicable for procurement of works	No minimum or maximum expenditure under this method provided the conditions under this section are met	Head of the User Department	Tender committee	The Head of the Procuring entity or the Accounting Officer	Inspection and acceptance committee
Direct Procurement under s 74(2) and (3) of the Act	No minimum or maximum expenditure under this method provided the conditions under this section are met	No minimum or maximum expenditure under this method provided the conditions under this section are met	No minimum or maximum expenditure under this method provided the conditions under this section are met	The Head of the Procuring entity or the Accounting Officer	Tender committee	The Head of the Procuring entity or the Accounting Officer	Inspection and acceptance committee

				Head of the User Department initiates procurement whose expenditure is below Kshs. 500,000	Procurement committee awards for procurement whose expenditure is below Kshs.500,000	Head of the User Department signs contract for procurement whose expenditure is below Kshs.500,000	Inspection and acceptance committee
Request for quotations(s 88 of the Act)	Maximum level of expenditure under this method is Kshs 1,000,000	Maximum level of expenditure under this method is Kshs 2,000,000	Maximum level of expenditure under this method is Kshs 1,000,000	Head of the User Department	Tender committee	The Head of the Procuring entity or the Accounting Officer	Inspection and acceptance committee
				Head of the User Department initiates procurement whose expenditure is below Kshs. 500,000	Procurement committee awards for procurement whose expenditure is below Kshs.500,000	Head of the User Department signs contract for procurement whose expenditure is below Kshs.500,000	Inspection and acceptance committee
Low value procurement(s 90 of the Act)	Maximum level of expenditure under this method is Kshs 30,000 per procurement per item	Maximum level of expenditure under this method is Kshs 30,000 per procurement per item	Maximum level of expenditure under this method is Kshs 30,000 per procurement per item	Head of the User Department	User	The Head of the Procurement Unit	Stores officer
	There is no minimum expenditure for the use of this method	There is no minimum expenditure for the use of this method	There is no minimum expenditure for the use of this method	Head of the User Department	User	The Head of the Procurement Unit	Stores officer

#### THRESHOLDS MATRIX FOR CLASS B PROCURING ENTITIES

	Maximum or minimum procurement method	level of expenditure allow	yed for the use of a particular	Segregation of dution cycle under section		rs and committees in t	the procurement
Procurement Method	Goods	Works	Services	Person responsible for procurement initiation	Body responsible for the awarding the contract	Person responsible for signing the Contract	Verification of receipt of goods, services or works
International Open tender (s 71 of the Act)	Maximum level of expenditure shall be determined by the funds allocated in the budget for the particular procurement	Maximum level of expenditure shall be determined by the funds allocated in the budget for the particular procurement	Maximum level of expenditure shall be determined by the funds allocated in the budget for the particular procurement	The Head of the Procuring Entity or the Accounting Officer	Tender committee	The Accounting Officer	Inspection and acceptance committee
	There is no minimum level of expenditure under this method	There is no minimum level of expenditure under this method	There is no minimum level of expenditure under this method	The head of the procuring entity or the head of the user department	Tender committee	The Head of the Procuring Entity or the Accounting Officer	Inspection and acceptance committee
National Open tender (s 54(2) of the Act)	Maximum level of expenditure shall be determined by the funds allocated in the budget for the particular procurement	Maximum level of expenditure shall be determined by the funds allocated in the budget for the particular procurement	Maximum level of expenditure shall be determined by the funds allocated in the budget for the particular procurement	The head of the procuring entity or the Accounting Officer	Tender committee	The Accounting Officer	Inspection and acceptance committee
	When using this method the minimum expenditure that requires advertising is Kshs 4,000,000	When using this method the minimum expenditure that requires advertising is Kshs 4,000,000	When using this method the minimum expenditure that requires advertising is Kshs 2,000,000	The head of the procuring entity or the head of the user department	Tender committee	The Head of the Procuring Entity	Inspection and acceptance committee

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Restricted tender Under s. 73 (2)(a) the Act	Maximum level of expenditure shall be determined by the funds allocated in the budget for the particular procurement	Maximum level of expenditure shall be determined by the funds allocated in the budget for the particular procurement	Maximum level of expenditure shall be determined by the funds allocated in the budget for the particular procurement	The Head of the procuring entity or the Accounting Officer	Tender Committee	The Head of the Procuring entity or the Accounting Officer	Inspection and acceptance committee
	The minimum level of expenditure is Kshs.5,000,000 above this threshold use open tender	The minimum level of expenditure is Kshs.5,000,000 below this threshold use open tender	The minimum level of expenditure is Kshs.5,000,000 below this threshold use open tender	The Head of the procuring entity or the Head of the User Department	Tender Committee	The Head of the Procuring entity or the Accounting Officer	Inspection and acceptance committee
Restricted tender under s. 73 (2)(b)	The Maximum level of expenditure shall be Kshs 4,000,000. Above this threshold use open tender	The Maximum level of expenditure shall be Kshs 4,000,000. Above this threshold use open tender	The Maximum level of expenditure shall be Kshs 4,000,000. Above this threshold use open tender	The Head of the Procuring entity or the Head of the User Department	Tender committee	The Head of the Procuring entity or the Accounting Officer	Inspection and acceptance committee
	The minimum level of expenditure is Kshs 1,000,000. Below this threshold use request for quotations	The minimum level of expenditure is Kshs 2,000,000. Below this threshold use request for quotations	The minimum level of expenditure is Kshs 1,000,000. Below this threshold use request for quotations	Head of the User Department	Tender committee	The Head of the Procuring entity or the Accounting Officer	Inspection and acceptance committee
Restricted tender Under s. 73 (2)(c) of the Act	The Maximum level of expenditure shall be Kshs 4,000,000. Above this threshold use open tender	The Maximum level of expenditure shall be Kshs 4,000,000. Above this threshold use open tender	The Maximum level of expenditure shall be Kshs 4,000,000. Above this threshold use open tender	The Head of the Procuring entity or the Head of the User Department	Tender committee	The Head of the Procuring entity or the Accounting Officer	Inspection and acceptance committee

The minimum level of expenditure is Kshs 1,000,000 below this threshold use request for quotations	The minimum level of expenditure is Kshs 2,000,000 below this threshold use request for quotations	The minimum level of expenditure is Kshs 1,000,000 below this threshold use request for quotations	Head of the User Department	Tender committee	The Head of the Procuring entity or the Accounting Officer	Inspection and acceptance committee
This method is not applicable for goods	This method is not applicable for works	Maximum level of expenditure shall be determined by the funds allocated in the budget for the particular procurement  There is no minimum expenditure for the use of this	The Head of the Procuring entity or the Accounting Officer The Head of the Procuring entity or	Tender committee  Tender committee	The Head of the Procuring entity or the Accounting Officer The Head of the Procuring entity or	Inspection and acceptance committee  Inspection and acceptance
		method				committee
Maximum level of expenditure under this method is Kshs 1,000,000	Maximum level of expenditure under this method is Kshs 2,000,000	Maximum level of expenditure under this method is Kshs 1,000,000	Head of the User Department	Tender committee	The Head of the Procuring entity or the Accounting Officer	Inspection and acceptance committee
			Head of the User Department initiates procurement whose expenditure is below Kshs. 500,000	Procurement committee awards for procurement whose expenditure is below Kshs.500,000	Head of the User Department signs contract for procurement whose expenditure is below Kshs.500,000	Inspection and acceptance committee
No minimum or maximum expenditure under this method provided the conditions under this section are met	No minimum or maximum expenditure under this method provided the conditions under this section are met	No minimum or maximum expenditure under this method provided the conditions under this section are met	The Head of the Procuring entity or the Accounting Officer	Tender committee	The Head of the Procuring entity or the Accounting Officer	Inspection and acceptance committee
	expenditure is Kshs 1,000,000 below this threshold use request for quotations  This method is not applicable for goods  Maximum level of expenditure under this method is Kshs 1,000,000  No minimum or maximum expenditure under this method provided the conditions under this	expenditure is Kshs 1,000,000 below this threshold use request for quotations  This method is not applicable for goods  Maximum level of expenditure under this method is Kshs 1,000,000  No minimum or maximum expenditure under this method provided the conditions under this  expenditure is Kshs 2,000,000 below this threshold use request for quotations  This method is not applicable for works  Maximum level of expenditure under this method is Kshs 2,000,000  No minimum or maximum expenditure under this method provided the conditions under this under this section are	expenditure is Kshs 1,000,000 below this threshold use request for quotations  This method is not applicable for goods  This method is not applicable for goods  Maximum level of expenditure under this method is Kshs 1,000,000  Maximum level of expenditure under this method is Kshs 1,000,000  No minimum or maximum expenditure under this method provided the conditions under this section are expenditure is Kshs 1,000,000  Expenditure is Kshs 1,000,000 below this threshold use request for quotations  Maximum level of expenditure shall be determined by the funds allocated in the budget for the particular procurement. There is no minimum expenditure under this method is Kshs 1,000,000  No minimum or maximum expenditure under this method provided the conditions under this section are	expenditure is Kshs 1,000,000 below this threshold use request for quotations  This method is not applicable for goods  Maximum level of expenditure under this method is Kshs 1,000,000  Maximum level of expenditure for the use of this method is Kshs 1,000,000  Maximum level of expenditure for the use of this method is Kshs 1,000,000  Maximum level of expenditure for the use of this method is Kshs 1,000,000  Maximum level of expenditure for the use of this method is Kshs 1,000,000  Maximum level of expenditure under this method is Kshs 1,000,000  Maximum level of expenditure under this method is Kshs 1,000,000  Maximum level of expenditure under this method is Kshs 1,000,000  Maximum level of expenditure under this method is Kshs 1,000,000  Maximum level of expenditure under this method is Kshs 1,000,000  Maximum level of expenditure under this method is Kshs 1,000,000  Maximum level of expenditure under this method is Kshs 1,000,000  Maximum level of expenditure under this method is Kshs 1,000,000  Head of the User Department  The Head of the User Department  Head of the User Department  Head of the User Department  The Head of the User	expenditure is Kshs 1,000,000 below this threshold use request for quotations  This method is not applicable for goods  Maximum level of expenditure under this method is Kshs 1,000,000  Maximum level of expenditure under this method is Kshs 1,000,000  Maximum level of expenditure under this method is Kshs 1,000,000  Maximum level of expenditure under this method is Kshs 1,000,000  Maximum level of expenditure under this method is Kshs 1,000,000  Maximum level of expenditure under this method is Kshs 1,000,000  Maximum level of expenditure under this method is Kshs 1,000,000  Maximum level of expenditure under this method is Kshs 1,000,000  Maximum level of expenditure under this method is Kshs 1,000,000  Maximum level of expenditure under this method is Kshs 1,000,000  Maximum level of expenditure under this method is Kshs 2,000,000  No minimum or maximum expenditure under this method provided the conditions under this method tis Kshs 2,000,000  No minimum or maximum expenditure under this method provided the conditions under this section are  expenditure is kshs 1,000,000  Maximum level of expenditure thad the datermined by the funds allocated in the budget for the particular procurement  The Head of the User Department initiates procurement whose expenditure is below Kshs. 500,000  The Head of the Procuring entity or the Accounting Officer  Tender committee  Tender committe	expenditure is Kshs 1,000,000 below this threshold use request for quotations  This method is not applicable for goods  Maximum level of expenditure under this method is Kshs 1,000,000  Maximum level of expenditure under this method is Kshs 1,000,000  No minimum or maximum expenditure under this method provided the conditions under this section are under this method provided the conditions under this section are under this method provided the conditions under this section are under this method is wineshold use request for quotations    Asximum level of expenditure is Kshs 1,000,000 below this threshold use request for quotations    Asximum level of expenditure is Kshs 1,000,000 below this threshold use request for quotations    Asximum level of expenditure is kable be determined by the funds allocated in the budget for the particular procurement   The Head of the Procuring entity or the Accounting Officer     The Head of the Procuring entity or the Accounting Officer     The Head of the User Department     The Head of the

				Head of the User Department initiates procurement whose expenditure is below Kshs. 500,000	Procurement committee awards for procurement whose expenditure is below Kshs.500,000	Head of the User Department signs contract for procurement whose expenditure is below Kshs.500,000	Inspection and acceptance committee
Low value procurement(s 90 of the Act)	Maximum level of expenditure under this method is Kshs10, 000 per procurement per item	Maximum level of expenditure under this method is Kshs10, 000 per procurement per item	Maximum level of expenditure under this method is Kshs10, 000 per procurement per item	Head of the User Department	User	The Head of the Procurement Unit	Stores officer
	There is no minimum expenditure for the use of this method	There is no minimum expenditure for the use of this method	There is no minimum expenditure for the use of this method	Head of the User Department	User	The Head of the Procurement Unit	Stores officer

### THRESHOLDS MATRIX FOR CLASS C PROCURING ENTITIES

Procurement Method	Maximum or minimun particular procuremen	n level of expenditure allow t method	ved for the use of a	Segregation of duties for different officers and committees in the procurement cycle under section 26(3)(c) of the Act)				
	Goods	Works	Services	Person responsible for procurement initiation	Body responsible for the awarding the contract	Person responsible for signing the Contract	Verification of receipt of goods, services or works	
International Open tender( s 71 of the Act)	Maximum level of expenditure shall be determined by the funds allocated in the budget for the particular procurement	Maximum level of expenditure shall be determined by the funds allocated in the budget for the particular procurement	Maximum level of expenditure shall be determined by the funds allocated in the budget for the particular procurement	The Head of the Procuring Entity or the Accounting Officer	Tender committee	The Accounting Officer	Inspection and acceptance committee	
	There is no minimum level of expenditure under this method	There is no minimum level of expenditure under this method	There is no minimum level of expenditure under this method	The head of the procuring entity or the head of the user department	Tender committee	The Head of the Procuring Entity or the Accounting Officer	Inspection and acceptance committee	
National Open tender (S54 (2) of the Act)	Maximum level of expenditure shall be determined by the funds allocated in the budget for the particular procurement	Maximum level of expenditure shall be determined by the funds allocated in the budget for the particular procurement	Maximum level of expenditure shall be determined by the funds allocated in the budget for the particular procurement	The head of the procuring entity or the Accounting Officer	Tender committee	The Accounting Officer	Inspection and acceptance committee	
	When using this method the minimum expenditure that requires advertising is Kshs 3,000,000	When using this method the minimum expenditure that requires advertising is Kshs 3,000,000	When using this method the minimum expenditure that requires advertising is Kshs 1,000,000	The head of the procuring entity or the head of the user department	Tender committee	The Head of the Procuring Entity	Inspection and acceptance committee	

Restricted tender Under 73 (2)(a) the	Maximum level of expenditure shall be	Maximum level of expenditure shall be	Maximum level of expenditure shall be	The Head of the Procuring entity or the Accounting Officer	Tender committee	The Head of the Procuring entity or the	Inspection and acceptance committee
Act	determined by the funds allocated in the	determined by the funds allocated in the budget	determined by the funds allocated in the budget for			Accounting Officer	
	budget for the	for the particular	the particular procurement				
	particular procurement	procurement					
	The minimum level of	The minimum level of	The minimum level of	The Head of the Procuring entity or	Tender	The Head of the	Inspection and
	expenditure is Kshs	expenditure is Kshs	expenditure is Kshs	the Head of the User Department	committee	Procuring entity or the	acceptance committee
	500,000. Below this	500,000.Below this	500,000. Below this			Accounting Officer	
	threshold request for	threshold request for	threshold request for				
	quotations	quotations	quotations				
Restricted tender	The Maximum level	The Maximum level of	The Maximum level of	The Head of the Procuring entity or	Tender	The Head of the	
Under 73 (2)(b) of	of expenditure shall be	expenditure shall be	expenditure shall be Kshs	the Head of the User Department	committee	Procuring entity or the	Inspection and
the Act	Kshs 3,000,000.	Kshs 3,000,000. Above	3,000,000.Above this			Accounting Officer	acceptance committee
	Above this threshold	this threshold use open	threshold use open tender				
	use open tender	tender					
	The minimum level of	The minimum level of	The minimum level of				
	expenditure is Kshs	expenditure is Kshs	expenditure is Kshs	Head of the User Department		The Head of the	
	500,000. Below this	500,000. Below this	500,000. Below this		Tender	Procuring entity or the	
	threshold use request	threshold use request for	threshold use request for		committee	Accounting Officer	
	for quotations	quotations	quotations				

### THRESHOLDS MATRIX FOR CLASS C PROCURING ENTITIES

Procurement Method	Maximum or minimum particular procuremen		e allowed for the use of a	Segregation of duties for d 26(3)(c) of the Act)	ifferent officers and commit	tees in the procurement cy	cle under section
	Goods	Works	Services	Person responsible for procurement initiation	Body responsible for the awarding the contract	Person responsible for signing the Contract	Verification of receipt of goods, services or works
Restricted tender Under 73 (2)(c) of the Act	The Maximum level of expenditure shall be Kshs 3,000,000 above this threshold use open tender	The Maximum level of expenditure shall be Kshs 3,000,000 above this threshold use open tender	The Maximum level of expenditure shall be Kshs 1,000,000 above this threshold use open tender	The Head of the Procuring entity or the Head of the User Department	Tender committee	The Head of the Procuring entity or the Accounting Officer	Inspection and acceptance committee
	The minimum level of expenditure is Kshs 500,000.Below this threshold use request for quotations	The minimum level of expenditure is Kshs 500,000. Below this threshold use request for quotations	The minimum level of expenditure is Kshs 500,000. Below this threshold use request for quotations	Head of the User Department	Tender committee	The Head of the Procuring entity or the Accounting Officer	Inspection and acceptance committee
Request for proposals (s. 76(1) of the Act)	This method is not applicable for goods	This method is not applicable for works	Maximum level of expenditure shall be determined by the funds allocated in the budget for the particular procurement	The Head of the Procuring entity or the Accounting Officer	Tender committee	The Head of the Procuring entity or the Accounting Officer	Inspection and acceptance committee
			There is no minimum expenditure for the use of this method	The Head of the Procuring entity or the Accounting Officer	Tender committee	The Head of the Procuring entity or the Accounting Officer	Inspection and acceptance committee

Request for quotations(s 88 of the Act)	Maximum level of expenditure under this method is Kshs 500,000	Maximum level of expenditure under this method is Kshs 500,000	Maximum level of expenditure under this method is Kshs 500,000	Head of the User Department  Head of the User Department initiates procurement whose expenditure is below Kshs. 100,000	Tender committee  Procurement committee awards for procurement whose expenditure is below Kshs.100,000	The Head of the Procuring entity or the Accounting Officer  Head of the User Department signs contract for procurement whose expenditure is below Kshs.100,000	Inspection and acceptance committee  Inspection and acceptance committee
Direct procurement Under 74 (2) and (3) of the Act.	No minimum or maximum expenditure under this method provided the conditions under this section are met	No minimum or maximum expenditure under this method provided the conditions under this section are met	No minimum or maximum expenditure under this method provided the conditions under this section are met	The Head of the Procuring entity or the Accounting Officer	Tender committee	The Head of the Procuring entity or the Accounting Officer	Inspection and acceptance committee
				Head of the User Department initiates procurement whose expenditure is below Kshs. 200,000	Procurement committee awards for procurement whose expenditure is below Kshs 200,000	Head of the User Department signs contract for procurement whose expenditure is below Kshs.200,000	Inspection and acceptance committee
Low value procurement( s 90 of the Act)	Maximum level of expenditure under this method is Kshs 5,000 per procurement per item	Maximum level of expenditure under this method is Kshs 5,000 per procurement per item	Maximum level of expenditure under this method is Kshs 5,000 per procurement per item	Head of the User Department	User	The Head of the Procurement Unit	Stores officer
	There is no minimum expenditure for the use of this method	There is no minimum expenditure for the use of this method	There is no minimum expenditure for the use of this method	Head of the User Department	User	The Head of the Procurement Unit	Stores officer