



Draft for a sustainable purchasing policy

- (a) Procurement plays an important part in the institutional policies for sustainable development, energy savings, CO₂ emission reduction and climate change mitigation. These aspects have to be taken into account in all procurement activities. For the protection of our natural livelihood, energy efficient and environmentally friendly products are to be purchased with priority.
- (b) The most economical offer is to be determined by looking at the life-cycle costs of a product, taking into account inter alia the energy costs over the life-span of the product. Suitable typical usage patterns are to be considered. The calculation tool of Green ProcA can be used: <http://gpp-proca.eu/downloads/calculation-tool/>
- (c) The application of more ambitious criteria as defined is to be aimed at. Criteria can be found on the website of the European Commission: http://ec.europa.eu/environment/gpp/eu_gpp_criteria_en.htm
- (d) In the assessment of the received offers, the more ambitious target criteria and the environmental criteria should be weighted with at least 30 but not more than 45 % of the overall score. The life-cycle costs are to be weighted with at least 50 % of the overall score. If in particular cases these principles cannot be respected, this has to be justified. The environmental manager has to be informed.