



Workshop Green Public Procurement

Please, discuss the following questions and the answers with your neighbors (group of up to 5)
Please, use the two publications “Buying green!” and “Public Procurement for a Circular Economy”.

1. An environmental friendly office building

An authority wants to procure the construction of an office building for the Environmental Agency with environmental friendly material (wood, concrete, carpets, cables, insulation material) that goes beyond standards. When and where do you have to define the quality of the material? What are your sources in order to know what environmental friendly material is? What are your ideas to steer the process? What are the instrument you use for making sure that you demand the right specifications? What are anyway the general legal obligations you have to consider with respect to energy consumption?

2. Procurement of organic and regional food for the canteens of the ministry of Finance

The Ministry of Finance has an in-house canteen in the main building and five other different canteens in its different agencies in the same city. According to a political decision of your government, the canteens should purchase 50% of all food products from biological farming and manufacturing. It is also the will of the government to stimulate short supply chains. The food should also come from the region. What is your definition of biological products? How can you include a provision for regional procurement?

3. Cleaning services for the municipal school buildings

You are procuring a service contract for the cleaning of all schools of your municipality. How can you make sure that the cleaning services is done in an environmental friendly way? What are different aspects of the service and what are the instruments during the procurement process to make sure that a company is performing well? How can you formulate the need for an environmental management system of the companies in question?

4. Purchasing 500 smartphones for your authority

You have the assignment to procure 500 smart phones for your authority. What are essential questions if your task is as well to stimulate the circular economy in the product sector? Buying or leasing? What are the specific questions with respect to the product? How can you assess repair or replacement of single components? How do you assess the life cycle? What are your ideas about reuse and recycling of smart phones? What is your cost calculation methodology for the price or the leasing rate? Are you considering to take into account external costs of smartphone production or waste disposal?

5. Buying printer paper, pens, and folders for your department

You have to buy new printer paper, pens for promotional purposes and folders for your entire department. In order to find an environmental friendly products, you will use the expertise of eco-label experts. What type of label do you use, how do you describe the requirements of the eco-labels and how do you define the requirement in the tender document or as an award criteria?