

Sustainable Procurement

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How to open Sustainability Procurement page?

To access Sustainability Procurement, click on the **Sustainability Procurement** button in the top menu bar. This action will open a new page containing detailed information about Sustainability Procurement.

714.9 ms x2

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Dashboard DEFRA with RF





20 Trips	200066.96 miles Distance travelled	713.61 Trees to absorb Carbon emission	108.44 Total CO ₂ e (MT)
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Sustainability Procurement page

193.6 ms x6

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Sustainable organizations use sustainable procurement to acquire their materials, goods, and services.
Four-part definition of Sustainable Procurement (SP): Sustainable procurement ensures that buyers...

	Obtain the BEST VALUE for money when purchasing		The most SUSTAINABLE goods and services
	From the most sustainable SUPPLIERS		Support of the buying organization's stated purpose and STRATEGIC goals.

SUSTAINABLE PROCUREMENT IMPLEMENTATION PROGRESS
Which of these milestones have you achieved on your journey toward full implementation of a sustainable procurement system?
(Check all that apply)

<input checked="" type="checkbox"/> We do not currently monitor and record our use of sustainable procurement, or we do not use sustainable procurement.	1
<input type="checkbox"/> We have a sustainable procurement policy.	1
<input type="checkbox"/> We have assigned a staff leader to implement our SP system.	1

TOTAL SUSTAINABLE PROCUREMENT SCORE
33 %

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There is three sections on Sustainability Procurement page

1) Sustainable Procurement Implementation Progress

This section comprises questions. If you have implemented the specific item mentioned in the question, please check the corresponding checkbox. If you haven't implemented it, there's no need to mark the checkbox. If you choose to check the first checkbox, indicating that you are not monitoring sustainable procurement in your current organisation, the remaining checkboxes will be disabled, as they are not applicable when sustainability procurement monitoring is not in place within your organisation.

Your Sustainable Procurement Implementation Progress score will be calculated and displayed according to the checkbox you select. If you mark the first checkbox indicating that you are not monitoring, your score will be zero.

193.6 MS x6 ☒ We give special consideration to social enterprise suppliers and to suppliers owned by equity-deserving populations.

<input checked="" type="checkbox"/> We have a strategy and a staged plan to implement an SP system.	?
<input checked="" type="checkbox"/> We monitor and record our use of sustainable procurement.	?
Approximate percentage of last year's purchases, by value, that used our sustainable procurement system.	0
<input checked="" type="checkbox"/> We have set targets for our SP system implementation, and continuously improve in order to meet the targets.	?
<input checked="" type="checkbox"/> We have a goal of using sustainable procurement in 100% of our procurement, regardless of organization growth.	?

Sustainable procurement implementation score : 70 %

BID APPRAISAL WEIGHTINGS
A sustainable procurement process assigns significant weight – at least 10% – to each of the four criteria in the above definition,

Each question is accompanied by a help icon at the end. Hovering over it will reveal additional information, allowing you to read and better understand the context.

2) Approximate percentage of last year's purchases

Between the checkboxes, there is a text-box provided for entering the approximate percentage of last year's purchases. This percentage is taken into consideration when calculating the overall sustainable procurement score, you can input the approximate percentage of last year's purchases.

193.6 MS x6

☒ We give special consideration to social enterprise suppliers and to suppliers owned by equity-deserving populations.

☒ We have a strategy and a staged plan to implement an SP system.

☒ We monitor and record our use of sustainable procurement.

Approximate percentage of last year's purchases, by value, that used our sustainable procurement system.

30

☒ We have set targets for our SP system implementation, and continuously improve in order to meet the targets.

☒ We have a goal of using sustainable procurement in 100% of our procurement, regardless of organization growth.

Sustainable procurement implementation score : 70 %

BID APPRAISAL WEIGHTINGS

3) Bid Appraisal Weightings

Four criteria are utilised to evaluate bid appraisal, as specified in the bid appraisal section. Please see the image below for more information. Allocate weights and percentages to each criterion. The first column is for weights, and the second column is for percentages. The values you provide in the percentage column will factor into the calculation of the overall bid appraisal score. A help icon is available for obtaining additional information about each criterion.

BID APPRAISAL WEIGHTINGS

A sustainable procurement process assigns significant weight – at least 10% – to each of the four criteria in the above definition, when evaluating bids. It ensures that each criterion receives meaningful consideration and makes them matter. (Overwrite the sample illustrative weights with the weights used in your bid appraisal process.)

Weighting for how well the proposed product meets sustainability specs.	<div><div></div><div>10</div></div>	<div><div></div><div>70</div></div>
Weighting for supplier enterprise-level sustainability performance.	<div><div></div><div>10</div></div>	<div><div></div><div>30</div></div>
Weighting for Total Cost / Value of Ownership (TCO) calculations, if appropriate	<div><div></div><div>10</div></div>	<div><div></div><div>50</div></div>
Weighting for the acquisition's alignment with our purpose, mission, goals, etc.	<div><div></div><div>10</div></div>	<div><div></div><div>100</div></div>

Sustainable procurement bidding appraisal score : 63 %

The bid appraisal score is determined by calculating the average of the percentages for all four questions. In the image above, you can observe that the average of 70, 30, 50, and 100 is **63%**, representing the bid appraisal score.

How to calculate Total Sustainable Procurement Score?


The total sustainable procurement score can be found as follows. To calculate this score, the average of the following three values is taken into consideration:

- Sustainable Procurement Implementation Progress
- Approximate percentage of last year's purchases
- Bid Appraisal Weightings


249.6 ms × 2

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Obtain the **BEST VALUE** for money when purchasing



The most **SUSTAINABLE** goods and services



From the most sustainable **SUPPLIERS**



Support of the buying organization's stated purpose and **STRATEGIC** goals.

Sustainable organizations use sustainable procurement to acquire their materials, goods, and services.

Four-part definition of Sustainable Procurement (SP): Sustainable procurement ensures that buyers...

SUSTAINABLE PROCUREMENT IMPLEMENTATION PROGRESS

Which of these milestones have you achieved on your journey toward full implementation of a sustainable procurement system?
(Check all that apply)

☐ We do not currently monitor and record our use of sustainable procurement, or we do not use sustainable procurement.

1

☐ We have a sustainable procurement policy.

1

☐ We have assigned a staff leader to implement our SP system.

1

☐ We have assigned a staff leader to implement our SP system.

1

☐ We have done a hot-spot analysis to identify ESG risks in our supply chains.

1

☒ We explore ways to avoid buying new products, before doing so.

1

☒ We have done a spend analysis to identify priority categories and stakeholders.

1

☒ We give special consideration to social enterprise suppliers and to suppliers owned by equity-deserving populations.

1

☒ We have a strategy and a staged plan to implement an SP system.

1

☒ We monitor and record our use of sustainable procurement.

1

Approximate percentage of last year's purchases, by value, that used our sustainable procurement system.

1

30

☒ We have set targets for our SP system implementation, and continuously improve in order to meet the targets.

1

☒ We have a goal of using sustainable procurement in 100% of our procurement, regardless of organization growth.

1

TOTAL SUSTAINABLE PROCUREMENT SCORE
54 %

Sustainable procurement implementation score : 70 %

BID APPRAISAL WEIGHTINGS

A sustainable procurement process assigns significant weight – at least 10% – to each of the four criteria in the above definition,

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Sustainable procurement implementation score : 70 %

BID APPRAISAL WEIGHTINGS

A sustainable procurement process assigns significant weight – at least 10% – to each of the four criteria in the above definition, when evaluating bids. It ensures that each criterion receives meaningful consideration and makes them matter. (Overwrite the sample illustrative weights with the weights used in your bid appraisal process.)

Weighting for how well the proposed product meets sustainability specs.

i 10 70

Weighting for supplier enterprise-level sustainability performance.

i 10 30

Weighting for Total Cost / Value of Ownership (TCO) calculations, if appropriate

i 10 50

Weighting for the acquisition's alignment with our purpose, mission, goals, etc.

i 10 100

Sustainable procurement bidding appraisal score : 63 %

For instance, consider the above example: Sustainable Procurement Implementation Progress is 70%, Approximate percentage of last year's purchases is 30%, and Bid Appraisal Weightings is 63 (as per above images). The average of these three values is 54% (Total Sustainable Procurement Score), as mentioned in the images above.