

CT 5021/2011

Contracts Circular N° 21/2011
Department of Contracts
Notre Dame Ravelin
Floriana

14th December, 2011

To Ministries and
Heads of Department

GREEN PUBLIC PROCUREMENT AND OTHER PROCEDURES

Green Public Procurement (GPP) is a process whereby public authorities seek to procure goods, services and works with a reduced environmental impact throughout their life cycle when compared to goods, services and works with the same primary function that would otherwise be procured.

Public procurement is increasingly being used as a means to implement policy decisions. Given that the environment is one of the priorities of the Government, through the National Action Plan for Green Public Procurement published in November this year, the Government has committed itself to implementing green public procurement targets for 18 product and service groups.

Green public procurement will be implemented in an organized manner with effect from 2nd January, 2012. The Office of the Prime Minister, which has the overall responsibility for coordinating GPP in Malta will be monitoring GPP initiatives and take the necessary policy decisions, while the Department of Contracts will be implementing procedures to ensure that GPP forms part of the mainstream public procurement process, and is in compliance with the respective public procurement regulations.

In this regard with effect from January, 2012 **all calls for tenders**, including Departmental tenders and those published by the Department of Contracts, must be supported by the Tender Originators Form. This form has been revised in order to address issues related to GPP. A copy of this form is available at the Department of Contracts' website at www.contracts.gov.mt/tof and at the national GPP website www.gpp.gov.mt. Originators of Departmental tenders must submit a scanned signed copy of this form to the Office of the Prime Minister on the following email address: gpp@gov.mt.

The Department of Contracts will be sending a copy of this form to OPM in respect of tenders being published through this Department. Eventually, all tenders may be audited for GPP compliance. In respect of Departmental tenders, Departmental Contracts Committees of each Ministry are being directed not to approve the award of tenders for the chosen GPP products or services without the confirmation that the mandatory technical specifications have been adopted.

Ministries and Departments are to note that with effect from January 2012, the procurement of paper, IT equipment, textiles, as well as gardening products and services, must be fully compliant with the GPP criteria. Procurers of these products or services are to ensure that when the tender specifications are drafted, they should be based on the GPP criteria. Such criteria and guidance for their application are available online on the website www.gpp.gov.mt.

The application of GPP criteria for the procurement of cleaning products and services, transport, furniture, food and catering services, electricity, construction, mobile phones, combined heat and power, thermal insulation, wall panels, hard floor coverings, windows, glazed doors and skylights, street lighting and traffic signals, and road construction and traffic signs **is voluntary during 2012, but is strongly encouraged**. GPP criteria and guidance for these product groups is available from www.gpp.gov.mt.

If difficulties are encountered, contracting authorities are to consult with the GPP helpdesk at OPM at the following e-mail address gpp@gov.mt.

The evaluation of the offers received should remain in accordance with the published tender conditions. The principles of public procurement should continue to apply. Evaluation Committees should ensure that the award of tenders should be based on fairness, transparency and non discrimination. However, every bidder will have to compete on the basis of the adopted green technical specifications.

Francis Attard
Director General (Contracts)