

Step 5: Define award criteria

Determine award criteria, e.g. eco-efficiency, low carbon footprint or other and their weighting when evaluating the tenders. The award criteria must relate to the subject matter of the contract. Describe how you will calculate the environmental impact related to the life cycle stages and how it will be weighted. Weight the selection criteria for the ability to use local resources.



Step 6: Set contract performance clauses

Use contract performance clauses as a way of setting further relevant energy efficiency / environmental conditions for the green contract.

Step 7: Award the contract

From all offers fulfilling the technical specifications, the contract will be awarded to the economically most advantageous tender based on the life cycle cost calculation and degree of compliance with award criteria mentioned above.

General remark

Pay attention to always respect the rules of public procurement described by the corresponding directive of the EU (Directive 2014/24/UE).

Want to learn more?

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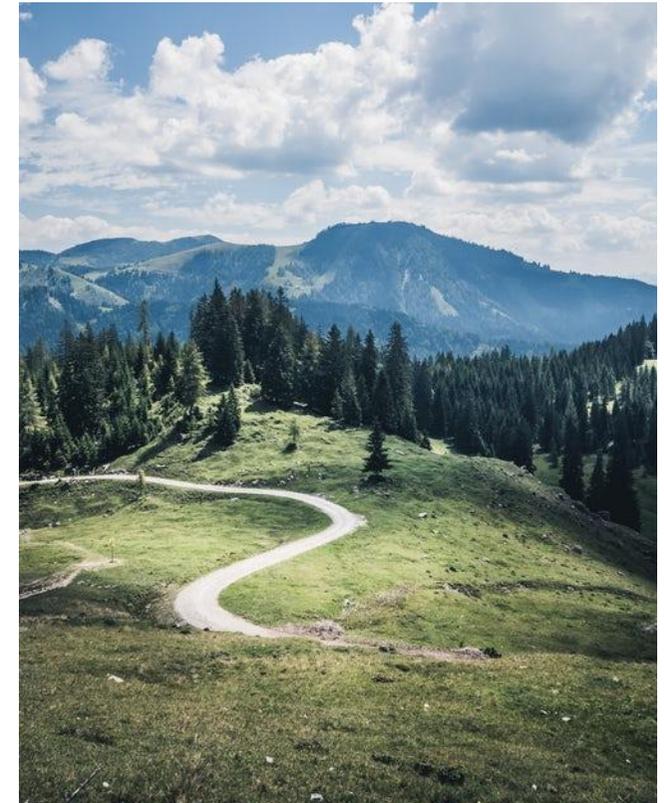


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Carbon Smart Communities

Green public procurement of timber from short supply chains



Climate protection & the procurement of timber from short supply chains

'Think globally, act locally' is one of the fundamental principles of climate protection. In the area of procurement there are also some possibilities to stay true to that principle of locality. For instance, those who buy wooden products of short distances which derive from sustainable managed forests avoid overfelling and high emissions. It always depends on the "grey energy" of the production chain and the length of the transport routes as they influence the ecological footprint of a product. Realizing the coherence between the procurement of timber and climate protection thus is of big importance.

The **following 7 steps** explain the public procurement procedure of timber from short supply chains and serve as a guideline for architects, planners and public procurement staff.

More details on the single steps are given in the document "**Contracts Incorporating Low Carbon Timber**" that is available on the [CaSCo website \(Project Results\)](https://www.casco-project.eu/en/project-results).

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How to implement green public procurement of timber from short supply chains in your institution

Step 1: Achieve political and management support

Develop a green procurement policy on timber products for your institution or company. Take into consideration that sustainable timber derives from sustainably managed forests and has a low carbon footprint due to short supply chains. Short supply chains mean short transportation distances and thus a reduction of emissions. Have your procurement policy approved by your municipal council or company senior management. Choose a green title to communicate the policy to your staff and the outside world.



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Step 2: Assess your actual needs

Decide on the products or services you really need to purchase. Describe your needs in a functional manner so as not to exclude alternatives. Discuss your needs with potential suppliers and make them formulate their bids. Compare your expectations with the current reality of the market. It will be a question, for example, of determining the type of material

available (solid wood, boards, etc.) the types of treatments accepted, certifications, labels or available equivalents.

Step 3: Define the subject matter

The subject matter of a contract relates to what product, service or work you want to procure. Purchasers are free to define an environmentally friendly product or performance-based product definition. Give recommendations that are justified by the subject-matter of the contract. Add carbon balance criteria and suitable indicators.

Step 4: Define technical specifications

Technical specifications constitute minimum compliance criteria. Apply environmental criteria to save resources and energy as well as to reduce waste and pollution. Criteria can be taken from the "EU GPP criteria", i.e. the one for Office Building Design, Construction and Management or for furniture. Also recommend tree species available locally: to do so, describe the requirement from technical specifications (strength, appearance of the finish but also features of the carbon footprint of the processing chain etc.) and by referring to standards (e.g. "Holz von Hier", Blue Angel eco-label, or other) and / or functional performance. In the specifications the public authority shall be able to incorporate the following clause: „The wooden product / building shall suit sustainable considerations especially concerning:

- The sustainable origin of the wood, which will have to be ensured by a traceability system consolidated over the entire chain.
- Sustainable management of the forest from which the products were derived (for example FSC, Holz von Hier or equivalent).
- A low carbon footprint of the product and its processing chain (for example through Holz von Hier or equivalent)."