



Partners from seven European countries implement the Buy Smart project (supported by the programme Intelligent Energy Europe) in order to promote, implement and further develop the instruments for green procurement (procurement of energy efficient products) in private and public institutions, using green procurement guidelines and calculation tools:

Austria • Czech Republic • Germany • Italy • Latvia • Slovenia • Sweden

- Project's webpage www.buy-smart.info provides information and tools for purchasers. You will find
- information on local and European legislation regarding procurement making in private institutions
 - procurement guidelines for 6 groups of products that you can use as working documents for your corporate policy development
 - technical specifications and calculation tool for evaluation of each of the product groups
 - information about energy and environmental labels
 - database of successful good practice examples for from different countries
 - newsletter on green procurement
 - links to relevant sources of information

If you wish to increase your knowledge on green procurement and energy and environmental criteria, or wish to start your first green procurement procedure using developed instruments please apply for

- a free of cost training or
- a free of cost personal consultation.

Visit the webpage to find your local contact:
www.buy-smart.info

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**Not willing to overpay
for your purchase?**

**Want to find out whether
an offer is environmentally friendly?**

**Trying to choose a product
that will last longer?**


www.buy-smart.info

Information for private purchasers

Every day companies make small and large purchases choosing offers based only on the lowest price. This principle is used even though those products selected in such a way may often have higher operational costs and may consume more energy and more consumables.

Choose a different way to purchase products, to save energy, to optimize costs, to make your business environmentally friendly and efficient.

Supported by:

Intelligent Energy  **Europe**

How do you benefit from introduction of green procurement principles in your company?

Improved transparency:

Green purchase procedures make your own procurement decisions and applied criteria clear and understandable to your suppliers, customers, and society. This aspect is especially important for those institutions and companies where purchases are partly or fully financed from state budget.

Efficient investments:

Products are selected based on evaluation of operational costs during the whole life cycle, and not only on the principle of the lowest price. Correctly chosen product, even if more expensive in the moment of purchase, will appear cheaper in the long-term and are also environmentally friendlier. Calculation instruments help to define precisely lifecycle costs by calculating and analyzing. This includes various parameters like electricity and tariffs, supply materials, and maintenance costs.

Influence to suppliers:

Regular demand for eco-efficient purchased products motivate suppliers to move towards offering higher quality and efficiency products that comply with modern efficiency and environmental requirements.

Purchasing guidelines and two evaluation modules (technical specifications and calculation instruments) have been developed for the following product groups in the framework of the project and are available for use in your company:

- Office equipment, IT
- Household appliances
- Vehicles
- Lighting
- Green electricity
- Building components



The criteria for procurement have been developed based on requirements of the major energy and environmental labels.



How to launch green procurement procedure in your company?

Step 0

Decide on the products you really need to purchase. Consider alternatives to buying the product.

Step 1

Consider the energy/environmental characteristics you would favour in selected products. In the technical specification sheets provided by the Buy Smart project appropriate criteria, both minimum and target - have been already selected to facilitate your purchasing action.

Step 2

Distribute the technical specification sheet to suppliers. If an offered product does not comply with the minimum criteria it is excluded from the tender. Compliance with target criteria (e.g. better functional performance, lower energy consumption, longer lifetime, etc) is awarded with extra points.

Step 3

Calculate life cycle costs using the Buy Smart calculation tool

Step 4

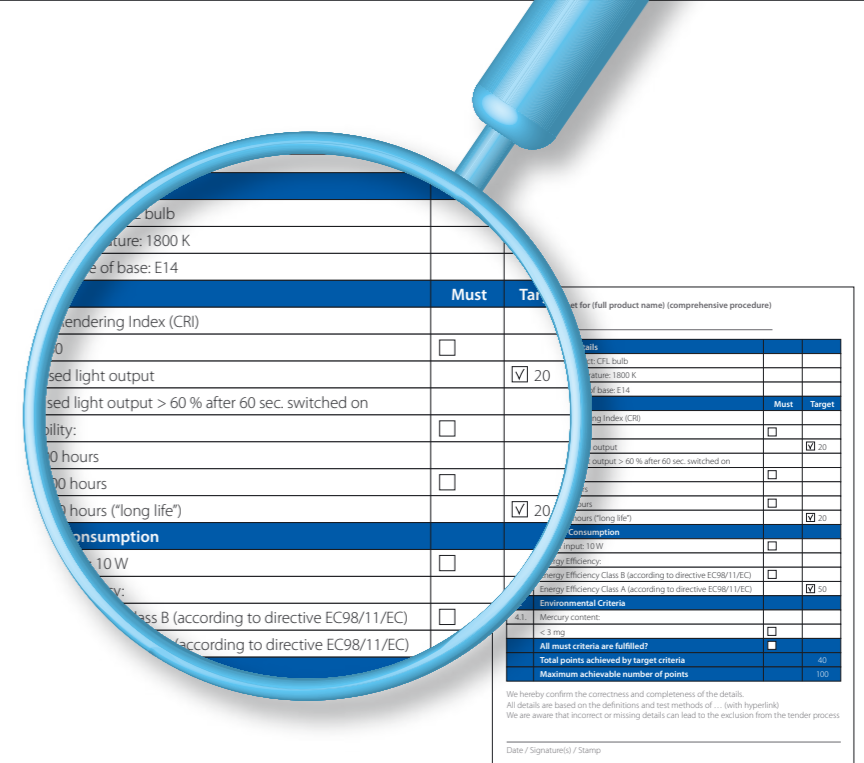
Define the best economic offer based on the results of life cycle cost calculation and compliance with the target criteria using the Buy Smart calculation tool.

Step 5

Choose the best and most beneficial offer!

Step 6 (optional)

Inform your customers and clients about your efficient and environmentally friendly way of making purchases.



Name	Offer 1				Offer 2	Offer 3	Offer 4	Offer 5	Offer 6
	Company 1	Company 2	Company 3	Company 4					
Lamp type	xxx	xxx	xxx	xxx	xxx	xxx	xxx	xxx	xxx
Quantity purchased [number]	1 000	n	1 000	n	1 000	n	1 000	n	1 000
Technical Details									
Technical durability [hours]	10 000	h	12 000	h	10 000	h	10 000	h	10 000
Technical durability [hours/year]	1 000	h/y	1 000	h/y	1 000	h/y	1 000	h/y	1 000
Technical durability [years]	10,00	y	12,00	y	9,00	y	10,00	y	10,00
Technical purchasing Price									
Price per lamp (Euro/lamp)	7,00	€	10,00	€	9,00	€	9,00	€	9,00
Total purchasing price [€]	7 000,00	€	10 000,00	€	9 000,00	€	9 000,00	€	9 000,00
Technical Costs per Year									
Price of a lamp (Euro/hour)	3	€/h	3	€/h	3	€/h	3	€/h	3
Price of a lamp (Euro/year)	10,00	€	8,33	€	10,00	€	10,00	€	10,00
Price of a lamp (Euro/lamp)	2	min	2	min	2	min	2	min	2
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