

GUIDE FOR PROCUREMENT OF ENVIRONMENTALLY RESPONSIBLE PRODUCTS AND SERVICES

OBJECTIVES

This procurement guide was developed to ensure that the purchase of environmentally responsible products and services attains a higher profile. The objectives of this guide are:

- *To provide an environmental role model for public and private sectors.*
Businesses and consumers can follow the example set by the Government of the Northwest Territories in environmentally responsible product procurement, provided that the Government makes it a priority to use environmentally responsible products and services in its activities.
- *To increase demand for environmentally responsible products and services.*
Government purchases of environmentally responsible products and services will improve consumer acceptance of such items. The resulting increase in volume of these products and services will ultimately enhance their quality and cost competitiveness.
- *To conserve resources.*
The guide will result in the procurement of fewer new products, more reusable products and products and services requiring less energy and materials to produce or use.

ROLES & RESPONSIBILITIES

The key to the procurement of environmentally responsible products is effective communication between the user, the purchaser and the supplier. Procurement is one method of uniting these key players to ultimately improve the way materials are made, bought, used and disposed of.

PRINCIPLES

- The Government of the Northwest Territories will acquire goods and services that are environmentally responsible or less environmentally harmful than those used currently. Environmentally responsible or 'green' products are those that reduce waste, improve energy efficiency, limit toxic by-products, contain recycled content or are reusable.
- The substitution of green products for less environmentally preferable products will increase, as green product usage becomes more prevalent. This process will apply to green products found to be cost effective and of comparable quality to those products previously purchased.

February 7, 2002

PRACTICES

General

- The Government of the Northwest Territories (GNWT) will give preference, where economically feasible, to environmentally responsible products and services that are compatible with an individual department's requirements.
- Purchasers should consider use of new products and services on a trial basis until performance and technical requirements have been proven.

Contracting

- The GNWT will ensure environmentally responsible products and services are specified, whenever possible, in maintenance and construction projects.

Tendering

- Tender evaluation should involve consideration to the environment over the life cycle of the product. Factors appearing in the tendering process, such as economic and environmental impact, production processes used, energy use, maintenance and disposal requirements, will help evaluate environmental impact of a product over its entire life cycle.

Resources

- Manufacturers and suppliers with products certified under the Environmental Choice Program or products identified under a relevant environmental labelling program will be selected where they meet performance and technical standards.

Applicability

- This guide applies to all Territorial Government departments, agencies and boards.
- The use of environmentally responsible products and services will be promoted throughout the Government.

FURTHER INFORMATION

For further information on the Environmental Choice Program contact:

Environmental Choice Program (ECP)
TerraChoice Environmental Services Inc.
Suite 801
1280 Old Innes Road
Ottawa, Ontario Canada K1B 4M7
Phone:(613)247-1900 Fax: (613)247-2228
Toll Free: 1-800-478-0399
<http://www.terrachoice.ca> (ECP is the first link)