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**Capacity Building for the Implementation of  
Sustainable Public Procurement in Mauritius**

Procurement Policy Office, Government of Mauritius

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**Training Manual  
For  
Suppliers**

*(Passenger Cars)*

November 2013

Environmental Management Centre LLP, India

[www.emcentre.com](http://www.emcentre.com)

*The training manual has been designed for duplex printing and it is encouraged that the manual is printed as double-sided on suitable paper.*

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# Acknowledgement

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The *Training Manual for Suppliers* is part of the package developed for conducting capacity building training courses on Sustainable Public Procurement in Mauritius. These have been developed by Environmental Management Centre LLP (EMC), India under the project commissioned by the Ministry of Finance and Economic Development, Government of the Republic of Mauritius for Capacity Building for the implementation of Sustainable Public Procurement in Mauritius. The EMC team involved in developing the package was led by Shantanu Roy with support from Lucille Andrade and guided by Dr Prasad Modak.

The officials of the Procurement Policy Office (PPO) provided support in finalization of the training material through review and suggestions.

The constructive inputs and feedback received from the participants of the pilot Training Workshops for Suppliers organized in September 2013 is grateful acknowledged. These have directly or indirectly contributed in the development and finalization of the package for the training course.

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# INTRODUCTION TO THE TRAINING MANUAL

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The Government of the Republic of Mauritius has initiated the implementation of Sustainable Public Procurement (SPP) under the aegis of Ministry of Finance and Economic Development (MOFED) with Procurement Policy Office (PPO) as the focal point. The SPP program was introduced in Mauritius through the United Nations Environment Programme (UNEP) supported project titled "Capacity building for Sustainable Public Procurement (SPP) in developing countries" launched in January 2009.

Since then, under the SPP program, various activities have been undertaken such as status assessment, legal review and market readiness analysis. Subsequently, in August 2011, the 'National Action Plan on Sustainable Public Procurement for Mauritius (2011-2015)' was drafted. In order to operationalize the Action Plan, the project titled "*Capacity Building for the implementation of Sustainable Public Procurement in Mauritius*" was commissioned by MOFED.

A set of goods and services have been taken up in the pilot phase viz. paper for general office use, cleaning materials, passenger cars, personal computers/ laptops and printers, office furniture,; and cleaning services. For these goods sustainability criteria and their evaluation mechanism have been developed. Using these, corresponding standard bidding documents for each of the aforementioned goods and services have been developed incorporating appropriate modifications in the Standard Bidding Documents used for Public Procurement in Mauritius. A contract management manual has also been prepared to manage contracts under SPP.

Currently SPP is in the implementation phase wherein interaction with suppliers has been initiated for successful implementation of the program. As part of the training program, this manual has been prepared to aid participants in the process.

This Training Manual for Suppliers consists of the following modules:

- Module 1: Introduction to Sustainable Public Procurement
- Module 2: Sustainable Public Procurement of Goods

Each module has been organized with a covering note that provides brief description of the topics included in the module; and a set of slides with space for notes which participants could take during the training sessions.

It must be noted that this training package is designed to act as introductory material on the topic of SPP in the Mauritian context, material which will help the users to establish, operate and maintain an SPP process at their organization. It is expected that the participants undergoing training through this training package have basic understanding of Public Procurement as practiced in Mauritius.

Note that in providing examples from various sources, this training package does not endorse any of the cited web sites or books.

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## **1. INTRODUCTION TO SUSTAINABLE PUBLIC PROCUREMENT**

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**Module 1** introduces the concept of sustainable public procurement as a technique for implementation of sustainable consumption and production.

The concept of Sustainable Consumption and Production (SCP) as a solution to arrest environmental degradation has been introduced. The life cycle of products or goods and associated environmental impacts are discussed. The discussion leads to the concept of a sustainable product. The various attributes of a sustainable product have been provided.

Further the role of public procurements in boosting use of sustainable products has been discussed.

The above discussion leads to the concept of sustainable public procurement. Price and quality generally are the most important criteria in terms of the procurement of goods and services. However, under SPP the concept of 'value for money' is applied and this is discussed in detail. The need for SPP and its benefits has been elaborated.

In order to bring out the benefits of SPP some of the initiatives on SPP undertaken by various countries across the globe in SPP or green public procurement have been provided. Further the benefits of procuring sustainable products within the public procurement systems have also been included.

The module also provides an overview of the status of activities and their outcomes under the SPP program in Mauritius. The module ends through a sub-section identifying the various policies, programs and the associated institutions in Mauritius that can directly or indirectly promote SPP. The 'Maurice Ile Durable' vision (MID vision) in particular can be considered to be of specific relevance in promoting and practicing SPP in Mauritius.

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## **2. SUSTAINABLE PUBLIC PROCUREMENT OF GOODS AND SERVICES**

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**Module 2** comprises of the following three sub-modules:

- Sustainability Criteria for Goods and Services
- Modifications for SPP Integration in Standard Bidding Document
- Evaluation of Bids for SPP

The contents of each of the three sub-modules is described in the subsequent sections.

### **A. DEVELOPMENT OF SUSTAINABILITY CRITERIA**

**This sub-module focusses on the process followed for development of the sustainability criteria and the criteria that have been developed for goods in the pilot phase.** The verification guidance for the criteria are also presented.

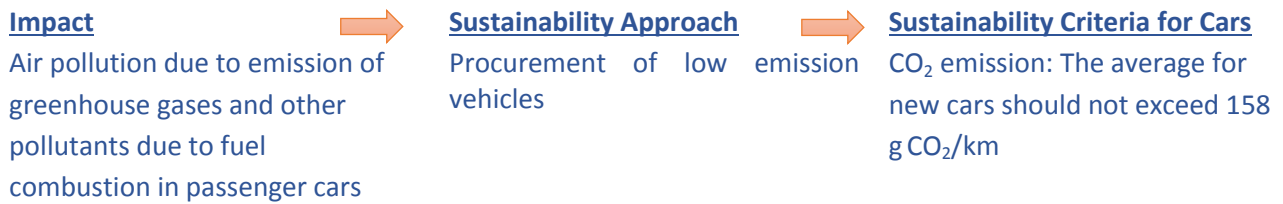
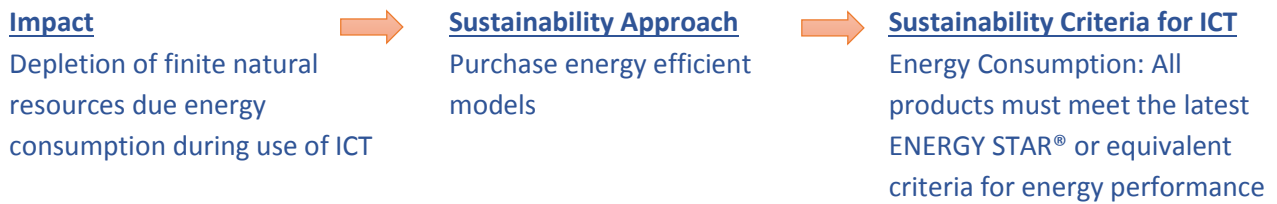
Development of the sustainability criteria for goods involves the following:

- a) Review of Mauritian Procurement Process
- b) Review of national environmental and social regulations applicable to the goods (general & goods specific)
- c) Identification of environmental and social impacts across the life cycle of the goods
- d) Identify life cycle costing aspects specific to the goods
- e) Review of the common core criteria of sustainability developed by Green Productivity Network of India
- f) Review of UNEP Sustainable Procurement Guidelines and resources from similar other agencies

The stages in the Mauritian procurement process where SPP interventions can be implemented were identified. The environmental and social regulations applicable to goods in general and specific to particular goods were reviewed.

During the identification of environmental and social impacts across the life cycle of the goods, focus was directed towards those that are pertinent in the Mauritian context. Since a majority of goods are imported into Mauritius, emphasis was laid on impacts manifested in the use and disposal phases of the goods.

Based on the impacts identified, a sustainability approach was derived to overcome the same. The sustainability approach was further utilized to develop the sustainability criteria. For example:



In the process of developing the sustainability criteria for goods, the eight common core criteria developed by GPNi were also referred. The common criteria set enables assessment of sustainability performance of products across their life cycle.

The UNEP Sustainable Procurement Guidelines for the product along with the Product Sheets, European Commission Guidelines and relevant ecolabels which are independent sources of environmental performance criteria were also reviewed for developing the sustainability criteria.

The criteria identified from the various sources have been adapted in a manner to include those that are important in the Mauritian context based on the lifecycle. For each criteria a verification method has also been identified in terms of manufacturer's certificate, supplier declaration, test certificates etc.

**For all the goods in the pilot phase, pre-qualification sustainability criteria and sustainability requirement criteria have been developed.** The pre-qualification sustainability criteria refer to environmental and social legal compliance and are primarily applicable to the Bidder and their operations in Mauritius. These are common across all the goods.

The sustainability requirement criteria are applicable to the respective goods. The criteria specify the parameters to be evaluated, the requirements that the goods should comply to be sustainable and the means of verification of compliance to the criterion.

## **B. INTEGRATION OF SPP IN STANDARD BIDDING DOCUMENT**

The Standard Bidding Documents (SBDs) for Goods Ref: G/SBD1/12-12 has been adapted for Sustainable Public Procurement (SPP) of goods in the pilot phase. The SBDs have been adapted based on sustainability criteria developed for the above goods.

**This sub-module outlines the modifications carried out in the SBDs during adaptation for SPP.**

The sections of the SBDs for Goods within which SPP requirements have been integrated are as follows:

### **PART 1 Bidding Procedures**

- Section I. Instructions to Bidders (ITB)

- Section II. Bidding Data Sheet (BDS)
- Section III. Evaluation and Qualification Criteria
- Section IV. Bidding Forms

**PART 2 Supply Requirements**

- Section V. Schedule of Requirements

**PART 3 Contract**

- Section VI. General Conditions of Contract (GCC)
- Section VII. Special Conditions of Contract (SCC)
- Section VIII. Contract Forms

In **Section I: Instructions to Bidders (ITB)**, sub-clauses have been added to prevailing clauses as instructions for SPP requirements, where relevant. Reference to Sustainability Schedule and Schedule for Life Cycle Costing in clauses referring to bidding forms and preliminary examination of bids. Also reference to pre-qualification criteria for evaluation of bids has been inserted.

Documents required as evidence for verification of compliance to the sustainability criteria of the goods have been listed in **Section II: Bidding Data Sheet (BDS)**, under ITB 12.1(h). Similarly for goods involving life cycle costing (LCC), additional parameters required for evaluation of LCC have been listed in the BDS under ITB 37.3(d).

In **Section III: Evaluation and Qualification Criteria**, the pre-qualification sustainability criteria and methodology for evaluation of LCC of goods are provided. Similarly the parameters to be used for evaluation of LCC of the goods with a brief methodology have been provided under the 'Evaluation Criteria'. The pre-qualification sustainability criteria refer to environmental and social legal compliance and are primarily applicable to the Bidder and their operations in Mauritius. The LCC methodology elaborates upon evaluation of parameters from the sustainability requirement criteria (*provided in Section V: Schedule of Requirements of the SBD*) that are applicable during the use and disposal phases of the said goods.

In **Section IV: Bidding Forms**, the prevailing Bid Submission Form has been modified to include items required as a declaration from the Bidder on their compliance to environmental and social regulations of Mauritius as per the pre-qualification criteria.

Further, a Sustainability Schedule has been inserted for goods under SPP. The key parameters of the sustainability criteria; the goods specification required for the criteria in the form of numbers/ confirmation/ availability; reference to supporting documents required for verification of compliance; and reference to the particular sustainability criterion are provided in the schedule. The Bidder is required to complete the fields on specifications of goods offered in the bid as per the sustainability requirement criteria; and reference to supporting documents annexed to the bid as per verification guidance of the sustainability requirement criteria.

For goods that involve LCC (such as passenger cars, personal computers/ laptops and printers), a 'Schedule for Life Cycle Costing' has been included among the Bidding Forms. The schedule obtains data from the Bidder that would be used for evaluation of LCC of the Goods. The manner in which the data would be used for evaluation has also been provided in the schedule. The detailed methodology for evaluation of LCC using this data to be adopted by the Purchaser has been provided in Section III: Evaluation and Qualification Criteria of the respective SBD.



In **Section V: Schedule of Requirements**, the sustainability requirement criteria developed for the goods have been incorporated. The criteria specify the parameters to be evaluated, the requirements that the goods should comply to be sustainable and the means of verification of compliance to the criterion.

The sustainability criteria are referred to in the general conditions of contract in Clause 22 – Specifications and Standards of **Section VI: General Conditions of Contract**. For goods that are offered with a warranty such as passenger cars, personal computers/ laptops and printers, the warranty period and maintenance period are mentioned in **Section VII: Special Conditions of Contract**.

In **Section VIII: Contract Forms**, the Contract Agreement has been modified to include SPP. The documents constituting the Contract include the Sustainability Criteria under item 2(d) Technical Requirements.

### **C. EVALUATION OF BIDS**

**This sub-module outlines the process for evaluation of bids to be adopted for procurement of goods under Sustainability Public Procurement (SPP) program.** The process has been integrated with the Standard Bidding Documents (SBDs) for Goods Ref: G/SBD1/12-12 which have been adapted for SPP of goods and services in the pilot phase.

The process of evaluation under SPP is as follows:

- a) While checking the completeness of the bid at the stage of acceptance of bids, the submission of Sustainability Schedule and Schedule for Life Cycle Costing should also be validated.
- b) On opening the bid, Bidder's compliance to pre-qualification sustainability criteria will be evaluated. The pre-qualification sustainability criteria refer to environmental and social legal compliance and are primarily applicable to the Bidder and their operations in Mauritius.
- c) The Bidder's that pass the pre-qualification stage will be evaluated for their responsiveness to sustainability requirement criteria along with technical specifications. The criteria specify the parameters to be evaluated, the requirements that the goods should comply to be sustainable and the means of verification of compliance to the criterion. The Bidder's that do not comply with all the criteria mentioned in the bidding document will be disqualified.
- d) Once technical evaluation is completed and evaluation of cost is undertaken, life cycle cost (LCC) of the goods will be calculated based on the information submitted by the Bidder in the Schedule for LCC and the evaluation methodology provided in the bidding document. The Bidder offering the said goods with the least LCC will be awarded the contract.



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## **Module – 1**

# **INTRODUCTION TO SUSTAINABLE PUBLIC PROCUREMENT**

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Capacity Building for the implementation of Sustainable Public Procurement in Mauritius

WORKSHOP FOR SUPPLIERS ON  
OPERATIONALIZATION OF SPP IN MAURITIUS

**Sustainable Public Procurement**



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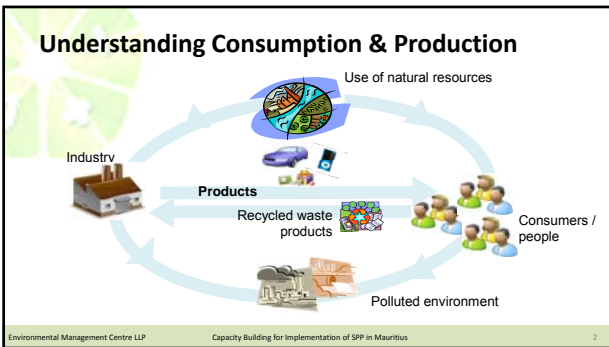
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**Development of Mauritius has resulted in greater demands being made on the environment**



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### Key Environmental Indicators of Mauritius

Key Indicator	Units	2001	2010 <sup>1</sup>
Total forest area (as a % of total land area)	%	30.4	25.3
Total Carbon dioxide emission	000 tons	2,647.9	3,583.2
Per capita carbon dioxide emission	tons	2.3	2.8
Daily per capita solid waste generated (estimate)	Kg	0.7	0.9
Annual fresh water abstraction	Mm <sup>3</sup>	677	695

<sup>1</sup> provisional

<http://www.gov.mu/portal/sites/mid/file/Env%20Ind.pdf>

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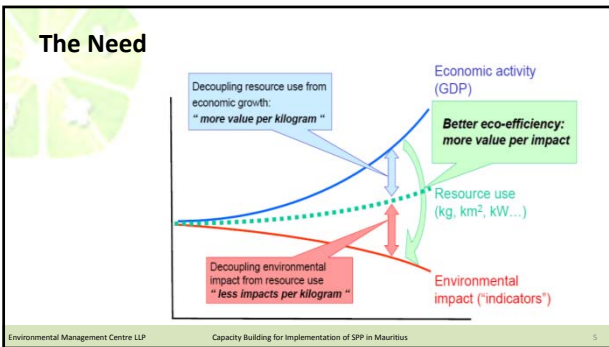
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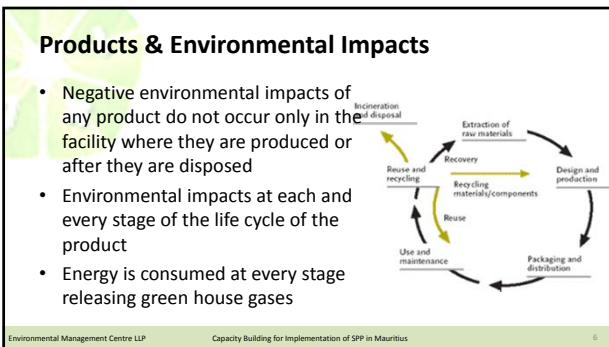
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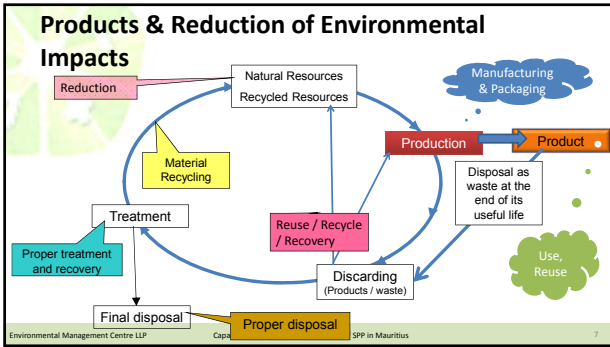
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**Sustainable Product**

A Sustainable Product is considered to be an item or service which **minimizes its impact on the environment and society at large at each phase of its life cycle**, while also bringing about a better quality of life and maintaining competitiveness.

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**Public Procurement can push Sustainable Products**

- Public authorities are major consumers
  - For Mauritius, it is in the range of 15-20%
- Range of products covered under Public Procurement very wide spread and far impacting
- Can set an example and influence the market
- Industry gets real incentives for developing sustainable products

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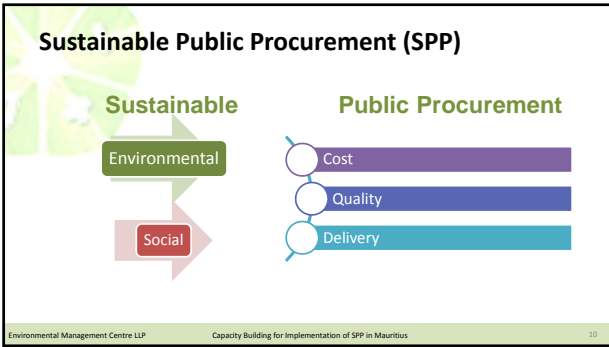
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### Definition of SPP

- Sustainable Public Procurement (SPP) is

*"... the process whereby organizations meet their needs for goods, services, works and utilities in a way that achieves **value for money** on a **whole life basis** in terms of generating benefits not only to the organization, but also to society and the economy, whilst minimizing damage to the environment. "*

*Defra, UK Sustainable Procurement Task Force (2006).*

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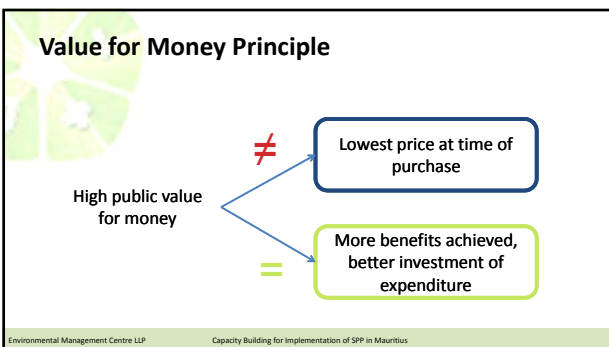
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### Why SPP is essential?

- Set an example---snowball effect
- Allow public authorities to buy products / services / work with reduced environmental impact and more social outcomes
- Drives the market to develop cleaner technologies and products
- Involves people in a more sustainable market and to increase their awareness
- Incentive for environmental technologies

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Case Examples

### SPP / GPP IN DIFFERENT COUNTRIES

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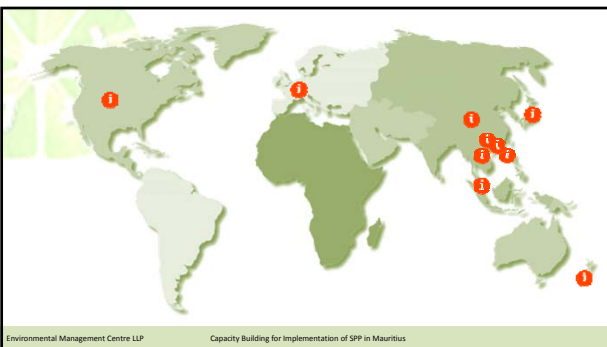
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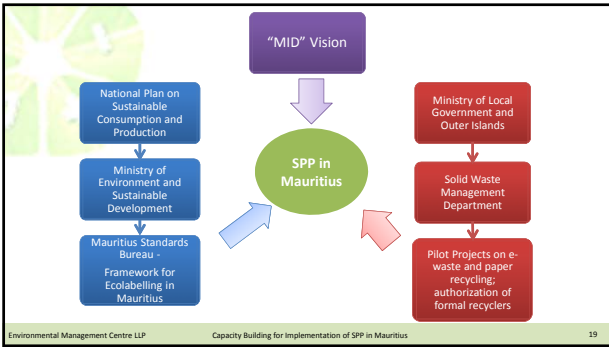
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## **Module – 2**


# **SUSTAINABLE PUBLIC PROCUREMENT OF GOODS AND SERVICES**

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Capacity Building for the implementation of Sustainable Public Procurement in Mauritius

WORKSHOP FOR SUPPLIERS ON OPERATIONALIZATION OF  
SPP IN MAURITIUS

**Sustainability Criteria for Mauritius  
– Passenger Cars**



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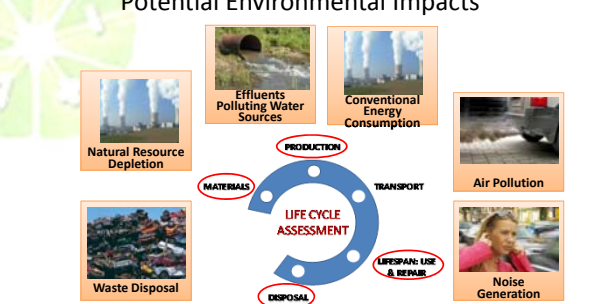
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Potential Environmental Impacts



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Mauritian Social Regulations

- Employment Relations Act 2008 and Employment Rights Act 2008
- Occupational Safety and Health Act 2005
- Sex discrimination Act 2002



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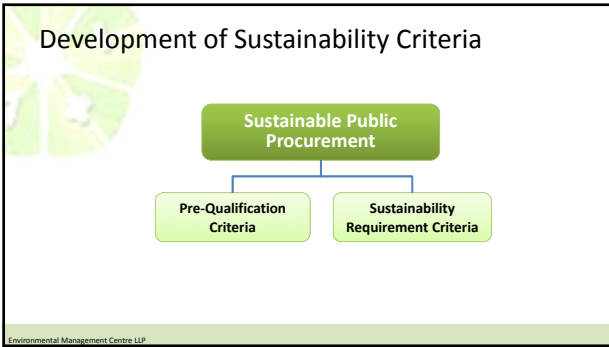
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### Sustainability Criteria - Prequalification

1. Compliance with environmental legislation
2. Adherence to national social regulations and standards

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### Pre-Qualification Criteria (1)

Pre-Qualification Criteria	Verification Guidance
<p><b>Compliance with environmental legislation</b></p> <p>Bidders shall not be permitted to take part in a contract if they:</p> <ul style="list-style-type: none"> <li>• Have been found <u>guilty</u> of grave professional misconduct, including <u>non-compliance with environmental legislation</u>, proven by any means which the contracting authorities can demonstrate; or</li> <li>• Have not fulfilled obligations relating to the payment of <u>social security</u> contributions in accordance with the legal provisions of the country in which s/he is established or with those of Mauritius.</li> </ul>	<p>Bidders must provide a <u>declaration</u> that they meet this criterion.</p> <p>Upon request, they may be asked to provide documentary proof to support this declaration</p>

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## Declaration

We hereby declare that:

- i. We comply with environmental legislations of Mauritius and fulfil social security obligations in accordance with the legal provisions of Mauritius. We have ensured that the manufacturers from whom goods are procured and supplied comply with legal regulations in their respective countries of establishment

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## Pre-Qualification Criteria (2)

Pre-Qualification Criteria	Verification Guidance
<p><b>Adherence to national social regulations and standards</b></p> <p>Bidders shall not be permitted to take part in a contract if they do not adhere to the national social standards and legislations. The following are the basic requirements:</p> <ul style="list-style-type: none"> <li>Employment Relations Act 2008 and Employment Rights Act 2008</li> <li>Occupational Safety and Health Act 2005</li> <li>Sex discrimination Act 2002</li> </ul>	<p>Bidders must provide a <a href="#">declaration</a> that they meet this criterion in the Bid Submission form.</p> <p>Upon request, they may be asked to provide documentary proof to support this declaration</p>

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## Sustainability Criteria – Requirement Definition

1. CO<sub>2</sub> emissions
2. Exhaust gas emissions
3. Noise emission levels
4. Air conditioning gases
5. Warranty and Durability
6. Maintenance

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### Sustainability Requirement Criteria (1)

Sustainability Requirement Criteria	Verification Guidance
<p><b>CO<sub>2</sub> emission</b></p> <p>The average for new cars should not exceed 158 g CO<sub>2</sub>/km</p> <p><i>(158 CO<sub>2</sub> grammes/km is the highest emission levels for which rebate is available under Mauritius' "CO<sub>2</sub> Bill")</i></p>	<p>The bidder must provide the technical sheet of the vehicle where the CO<sub>2</sub> emissions are stated.</p> <p>The <u>measurement of CO<sub>2</sub></u> emissions from vehicles is required to be certified by a <u>recognized</u> body.</p>

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### Recognized Body

- Testing laboratories and certification bodies that are recognized by the:
  - National Accreditation Agency of the country of origin or
  - International Accreditation Agency which is member of International Laboratory Accreditation Cooperation (ILAC) or
  - International Accreditation Forum (IAF)
- In case of ambiguity, the opinion of Mauritius Accreditation Service (MAURITAS) may be obtained.

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### Sustainability Requirement Criteria (2)

Sustainability Requirement Criteria	Verification Guidance
<p><b>Exhaust gas emissions</b></p> <p>Tail-pipe emissions of various gaseous pollutants like nitrogen oxides (NOx), total hydrocarbon (THC), carbon monoxide(CO) and particulate matter (PM) (as applicable) should be expressed by individual pollutant and/or as meeting available standards</p> <p><u>Vehicles must comply with the Road Traffic (Control of Vehicle Emissions) Regulations 2002</u></p>	<p>The bidder must provide the <u>technical sheet of the vehicle</u> where the exhaust gas emissions are stated.</p> <p>The <u>measurement of emissions</u> of nitrogen oxides (NOx), total hydrocarbon (THC), carbon monoxide (CO) and particulate matter (PM) (as applicable) emissions from vehicles is required to be certified by a recognized body.</p>

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### Sustainability Requirement Criteria (3)

Sustainability Requirement Criteria	Verification Guidance
<p><b>Noise emission levels</b></p> <p>Vehicles must comply with the <a href="#">Road Traffic (Control of Vehicle Emissions) Regulations 2002</a></p>	<p>The bidder must provide the technical sheet of the vehicle where the vehicle noise measured as stated in the regulations.</p>

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### Sustainability Requirement Criteria (4)

Sustainability Requirement Criteria	Verification Guidance
<p><b>Air conditioning (AC) gases</b></p> <p>The type of refrigerant used in the AC unit supplied should be <a href="#">non CFC type</a>.</p> <p><i>Refrigerants used in vehicle AC units are a potential source of ozone depleting substances and also may have very high Global Warming Potential (GWP). Fugitive emissions from these AC units are hard to control, but the choice of a more ozone and climate friendly working fluids for AC are available.</i></p>	<p>The bidder must provide the name, formula and GWP of the <a href="#">refrigerating gas</a> used in the air conditioning system.</p>

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### Sustainability Requirement Criteria (5)

Sustainability Requirement Criteria	Verification Guidance
<p><b>Warranty and Durability</b></p> <p><a href="#">Minimum years of warranty and availability of replacement parts for the vehicle</a></p> <p>Bidders must provide a warranty for a period of at least <a href="#">2 years or 70,000 km</a>, whichever occur first with a further guarantee on availability of parts</p>	<p>Bidders must provide appropriate documentation to indicate period the complete vehicle is under warranty; further <a href="#">guarantee on parts</a> need be stated</p>

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### Sustainability Requirement Criteria (6)

Sustainability Requirement Criteria	Verification Guidance
<p><b>Maintenance</b></p> <p>Vehicles need to have <u>locally available maintenance support</u></p> <p>Bidders must identify <u>affiliated institutions</u> in the country that can perform maintenance to standard and keep vehicle warranty intact</p>	<p>Bidder must provide <u>appropriate documentation</u> to indicate that they have established affiliate institutions in Mauritius with adequately skilled manpower</p>

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### Lets Recap.....Passenger Cars

- **Prequalification**
  - Compliance with environmental legislation
  - Adherence of product to national social regulations and standards
- **Sustainability Requirement**
  - CO<sub>2</sub> emissions
  - Exhaust gas emissions
  - Noise emission levels
  - Air conditioning gases
  - Warranty and Durability
  - Maintenance




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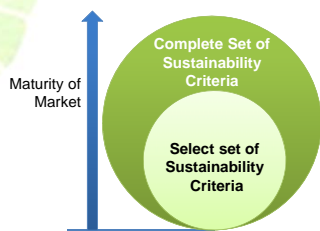
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### Process of Implementing Sustainability Criteria




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Capacity Building for the implementation of Sustainable Public Procurement in Mauritius

WORKSHOP FOR SUPPLIERS ON OPERATIONALIZATION OF  
SPP IN MAURITIUS

**Integration of SPP with Bidding Documents**



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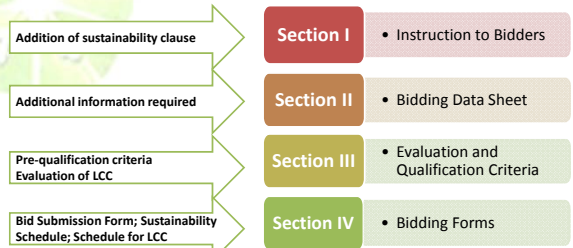
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Structure of Bidding Document



Section I • Instruction to Bidders

Section II • Bidding Data Sheet

Section III • Evaluation and Qualification Criteria

Section IV • Bidding Forms

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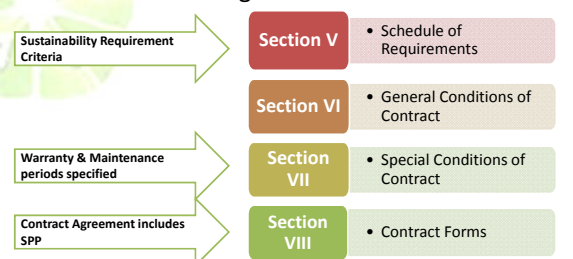
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Structure of Bidding Document



Section V • Schedule of Requirements

Section VI • General Conditions of Contract

Section VII • Special Conditions of Contract

Section VIII • Contract Forms

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## Section IV: Bidding Forms

- 1. Bid Submission Form for SPP**  
A format comprising of declaration on environmental and social legal compliance provided by the Bidder (and duly signed), as per the Pre-qualification Sustainability Criteria
- 2. Sustainability Schedule**  
Bidder to provide specifications of the Goods and supporting documentation as per the Sustainability Criteria
- 3. Schedule for LCC**  
Bidder to provide information on the Goods for evaluation of life cycle costing

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### Bid Submission Form

*[The Bidder shall fill in this Form in accordance with the instructions indicated. No alterations to its format shall be permitted and no substitutions shall be accepted.]*

Date: *[insert date (as day, month and year) of Bid Submission]*  
Procurement Ref No.: *[insert reference number of bidding process]*  
Alternative No.: *[insert identification No if this is a Bid for an alternative]*  
To: *[insert complete name of Purchaser]*

(k) We hereby declare that:

- We comply with environmental legislations and fulfill social security obligations as applicable to us in accordance with the legal provisions of Mauritius.
- In particular we adhere to the following social legislations of Mauritius:
  - Employment Relations Act 2008 and Employment Rights Act 2008
  - Occupational Safety and Health Act 2005
  - Sex discrimination Act 2002

Environmental & Social Legal Compliance

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### Sustainability Schedule

*[The Bidder shall fill this Form in accordance with the instructions indicated below.]*

Date: \_\_\_\_\_ Bidder's name and address: \_\_\_\_\_  
Procurement Ref No.: \_\_\_\_\_

#	Items	Product Specification statement of the Bidder	Proof submitted	Reference to Sustainability Criteria*
1	Amount of carbon dioxide emission for new cars	<i>[state quantity] of emissions in gCO<sub>2</sub>/km</i>	<i>[Submit appropriate documentation as stated in the Verification Guidance of the sustainability Criteria to validate claim. Annex No of such documentation to be included here]</i>	Criteria 1
2	Tail pipe emissions from the car	<i>[Specify concentrations of nitrogen oxides (NOx), total hydrocarbon (THC), carbon monoxide(CO) and particulate matter (PM) (as applicable depending on the fuel size) in ppm]</i>	<i>[Submit appropriate documentation as stated in the Verification Guidance of the sustainability Criteria to validate claim. Annex No of such documentation to be included here]</i>	Criteria 2
3	Noise Emission Levels from the car	<i>[state noise emission level in dB(A) measured as per the testing protocol mentioned in the regulation]</i>	<i>[Submit appropriate documentation as stated in the Verification Guidance of the sustainability Criteria to validate claim. Annex No of such documentation to be included here]</i>	Criteria 3

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### Evaluation and Qualification of Bids

- Provided in Section IIIA of bidding Documents for the Goods
  - A. Opening of Bid Documents for Evaluation
  - B. Evaluation of Pre-qualification Sustainability Criteria
  - C. Evaluation of Sustainability Criteria
  - D. Life Cycle Costing

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### A. Opening of Bid Documents for Evaluation

- Evaluation and Qualification of Bids
  - A. Opening of Bid Documents
  - B. Evaluation of Pre-qualification Sustainability Criteria
  - C. Evaluation of Sustainability Criteria
  - D. Life Cycle Costing

The bid will first be evaluated from the sustainability perspective

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### B. Evaluation of Pre-qualification Sustainability Criteria

- Evaluation and Qualification of Bids
  - A. Opening of Bid Documents
  - B. Evaluation of Pre-qualification Sustainability Criteria
  - C. Evaluation of Sustainability Criteria
  - D. Life Cycle Costing

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graph TD; A{Application complies with Pre-qualification Criteria?} -- No --> B[FAIL]; B --> C[Disqualified]; A -- Yes --> D[PASS]; D --> E[Qualified for Evaluation of Sustainability Requirement];
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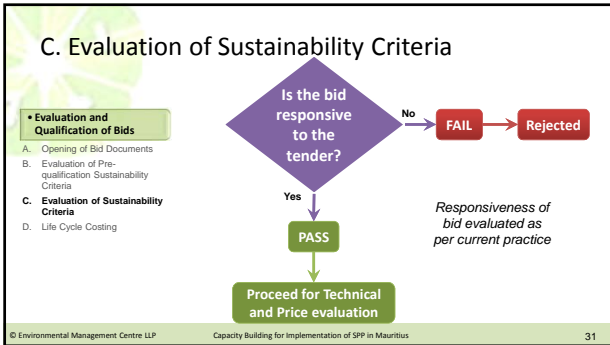
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### D. Life Cycle Costing for Evaluation of Price Bid

**• Evaluation and Qualification of Bids**

- A. Opening of Bid Documents
- B. Evaluation of Pre-qualification Sustainability Criteria
- C. Evaluation of Sustainability Criteria
- D. Life Cycle Costing

**a) Cost of Insurance**  
The cost of insurance for the car for a period of 5 years shall be computed and added to the acquisition cost.  
The cost of insurance submitted by the Bidder for Year 1 shall be extrapolated for five years using the inflation rate in Mauritius.

**b) Cost of Spare Parts**  
Cost of high use and high value spare parts shall be computed for 5 years and added to the acquisition cost.  
The numbers of each spare part required over 5 years and their cost in Year 1 submitted by the Bidder shall be used for computation.

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### D. Life Cycle Costing for Evaluation of Price Bid

**• Evaluation and Qualification of Bids**

- A. Opening of Bid Documents
- B. Evaluation of Pre-qualification Sustainability Criteria
- C. Evaluation of Sustainability Criteria
- D. Life Cycle Costing

**c) Cost of Fuel Consumption**  
The cost of fuel consumption over 5 years (175000 km driven) shall be computed assuming standard driving conditions based on the fuel type and mileage (assumed to depreciate by 10% after the first 2 years).  
The cost of fuel in Year 1 shall be extrapolated for five years using the inflation rate in Mauritius to compute the cost of fuel consumption.

**d) Cost of Maintenance**  
Based on the number of times maintenance is required over 5 years (as submitted by Bidder), its cost in Year 1 and the inflation rate; the cost of maintenance shall be computed.

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