

OP-11 | Sustainable Procurement

Tracking Sheet STARS 2.2 | Université de Sherbrooke



Appendix A. Policies, guidelines, or directives

Title	Appended	Website
Responsible Procurement Action Plan	PDF document (French)	https://www.usherbrooke.ca/developpement-durable/fileadmin/sites/developpement-durable/documents/Plans_action_2023_2026/plan_appvisionnement_2023_2026.pdf
Responsible Procurement Policy	PDF document (French)	https://www.usherbrooke.ca/decouvrir/fileadmin/sites/decouvrir/documents/direction/politiques/2500-003.pdf
Supplier's code of conduct	PDF document (French)	https://www.usherbrooke.ca/srf/fileadmin/sites/srf/documents/Approvisionnement/Code_conduite_fournisseurs_2022_.pdf
Website URL on institution's sustainable procurement program		https://www.usherbrooke.ca/developpement-durable/initiatives/achat-responsable

Appendix B. Sustainability criteria published in calls for tenders

#	Rubric	Call for tender internal reference	Call for tender publication reference in SEAO (*)	Description
1	Chem. Products and services.	R-0003-22	1567330	Janitorial services <i>Entretien ménager</i>
2	Chem. Products and services.	R-0003-22F	1600873	Janitorial services Fondation <i>Entretien ménager Fondation</i>
3	Chem. Products and services.	R-0003-22R	1565555	Janitorial services residences <i>Entretien ménager résidences</i>
4	Chem. Products and services.	R-0243-22	Non-applicable	Pest control services for residences <i>Services d'extermination pour les résidences</i>
5	Consumable office products	2022-6851-80	1358179	Consumable and small office products <i>Fournitures et petits équipements de bureau</i>
6	Furniture	AP2021-B001	1538260	Purchase of administrative furniture and chairs <i>Acquisition de mobilier administratif et de chaises</i>
7	IT and equipment	2020-6056-60	1371863	Cellular phones <i>Téléphonie cellulaire</i>
8	IT and equipment	2021-6955-64 2022-8065-50	1493597 1586087	Multi-function equipment and printers <i>Équipements Multifonctions et imprimantes</i>
9	IT and equipment	2021-7509-01	1453096	Audio-visual equipment <i>Équipements audiovisuels</i>
10	IT and equipment	R-0433-21	1550767	Maintenance of Cisco video-conference systems <i>Maintien des systèmes de visioconférence Cisco</i>
11	IT and equipment	2022-8064-50	1538073	Supply of informatics equipment <i>Acquisition d'équipements informatiques</i>
12	Food service providers	R-0312-22	1593366	Call for qualification, catering <i>Appel de qualification – Services de traiteurs – C. Longueuil</i>
13	Food service providers	SOFE 12379	Non-applicable	UdeS' Cooperative <i>Coopérative de l'Université de Sherbrooke</i>
14	Food service providers	SOFE 0005	Non-applicable	Food services <i>Café-Caus</i>
15	Food service providers	SOFE 26623	Non-applicable	Rolland Bakery <i>Patisserie Rolland</i>
16	Food service providers	SOFE 34066	Non-applicable	Van Houtte coffee shop <i>Café-bistro Van Houtte</i>
17	Food service providers	EN-0001 to EN-0004	Non-applicable	Individual yearly contracts to 4 farmers for short food supply chains (Ecocert)

(*) SEAO – Système électronique d'appel d'offres du Gouvernement du Québec.

Appendix B. Sustainability criteria (continued)

#	Rubric	Call for tender internal reference	Call for tender publication reference in SEAO (*)	Description
18	Garments and linens	SOFE 12379	Non-applicable	Contract COOP for supply of ethical garments and linens
19	Garments and linens	SOFE 10116	Non-applicable	Contract SSAP for supply of ethical sports garments
20	Professional service providers	R-0001-17	1088437	Banking services <i>Services bancaires</i>
21	Professional service providers	R-0031-23	1186906	External audit professional services <i>Services professionnels audit externe</i>
22	Professional service providers	R-0123-24	1807708	Customs brokerage <i>Courtage douanes</i>
23	Professional service providers	R-0188-23_AI	1696427	Convocation, field-team <i>Collation des grades, équipe de terrain</i>
24	Transportation	GGR-0636-22	Non-applicable	Urban transportation employees <i>Transport en commun employés</i>
25	Transportation	R-0063-23	Non-applicable	Transportation of valuables, armoured cars <i>Transport des valeurs</i>
26	Transportation	GGR-0158-21	1539159	Transportation of football team <i>Transport autocar équipe Vert & Or</i>
27	Transportation	R-0188-22-2	1585794	Convocation, tents <i>Collation des grades, chapiteaux</i>

(*) SEAO – Système électronique d’appel d’offres du Gouvernement du Québec.

Quebec’s government electronic system for calls for tenders (SEAO).

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