



Green Purchasing and Corporate Social and Environmental Reporting

Rutgers is committed to actions designed to conserve and protect the environment, and will continue to implement those actions whenever possible and economically feasible. Products and services with a reduced negative impact on human health and the environment will be given greater consideration. It is the objective of Rutgers to support the 3 R's of waste management, namely Reduce, Reuse, and Recycle, and conserve energy and water when purchasing supplies, equipment, and services. In so doing Rutgers intends to minimize the harmful effects of their use and final disposition upon the environment. Rutgers favors and will promote (via this contract) the use of products, services and operations that contain the maximum level of post-consumer reusable or recyclable waste / or recyclable content, without significantly affecting the intended use of the product or service. Rutgers favors suppliers or companies that provide environmentally friendly products, systems, technology, facilities and services or suppliers that are environmentally sensitive in their daily operations or have established environmental management programs as well. The University views the entire Supply Chain in its evaluation of sustainability and therefore requests specific criteria from its potential suppliers. For the purpose of this RFP, Rutgers requests the Bidder to supply the following information taking into account the full life cycle of the product/service supplied to the University. For each of the following issues, please address the affect at each stage of the life cycle (raw/recycled material acquisition, manufacturing process, delivery, installation, use, end of life/recyclability).

1. Durable, as opposed to single use or disposable items;
2. Made of recycled materials, maximizing post-consumer content;
3. Non-toxic or minimally toxic, preferably biobased and/or biodegradable;
4. Highly energy and water efficient in production and use;
5. Can be recycled, but if not recyclable, may be disposed of safely;
6. Made from raw materials obtained in an environmentally sound and sustainable manner;
7. Manufactured in an environmentally sound, sustainable manner by companies with good environmental track records;
8. Cause no health risks and minimal or no environmental damage during normal use or maintenance;
9. Shipped with reusable or minimal packaging (consistent with care of the product), preferably made of recycled and/or recyclable/reusable materials;
10. Produced locally or regionally (to minimize the environmental and financial costs associated with shipping);
11. Technology or systems which help reduce and record environmental impacts;
12. Corporate and/or manufacturing facilities, buildings or operations which are LEED certified or ISO 14001 certified which have low to no impact on our ecological or carbon footprint;
13. Third party certification or equivalent (ex: LEED, DfE, CRI, Energy Star, Green Seal, EPEAT, eStewards, FSC, SFI, SGP, EcoLogo, etc.), any or all federal/local law compliance, and any or all industry standards met (ex: ISO 14000, ANSI/NSF 140, etc.).

Corporate Social and Environmental Reporting

Corporate Social Responsibility is defined as "a framework of measurable corporate policies and procedures and resulting behavior designed to benefit the workplace and, by extension, the individual, the organization, and the community." The Seven Principles of Corporate Social Responsibility are: Community; Diversity; Environment; Ethics; Financial Responsibility; Human Rights; and Safety. Rutgers holds its suppliers to the same high standards of conduct. (<http://greenpurchasing.rutgers.edu/responsibility.html>) As a condition of this contract, awarded vendor will be required to provide (on an annual basis – in electronic format or by URL address) a full and comprehensive Corporate Social and Environmental Report. For the purpose of this RFP, please supply your most recent version for our review. Awarded Bidder will also be required to provide Green Purchasing Reports on a regular basis (specifics to be discussed after the award).

Environmental Innovation

The University is also interested in hearing about any new or emerging sustainable or environmentally responsible initiatives, innovations or technologies not already identified above. There are also opportunities for collaboration on environmental supply chain management research with our research affiliation at the Rutgers Business School (contact [Dr. Kevin Lyons](#) at the Rutgers Center for Supply Chain Management for details).

Your original proposal should be submitted (whenever possible) double sided on recycled paper and in electronic form.