

GPP-FURNITURE Training Modules and Units Complete Overview

MODULE 1 →

Basic aspects of Public Procurement and Public Procurement of Innovation

Unit 1. Introduction to public procurement: strategic policy, basic vocabulary and e-procurement

- ~ Understand the strategic policy related to Public Procurement, in order to focus their efforts into these areas

Unit 2. Basic legal aspects: European Directives on Public Procurement

- ~ Know and apply the basic vocabulary related to Public Procurement
- ~ Know and apply the European Directives on Public Procurement

Unit 3. Public tenders: skills to find, understand and answer public tenders

- ~ Know the different procurement methods used by CA
- ~ Find and understand the information regarding new PP
- ~ Read and answer public tenders

Unit 4. Public procurement process – selection and award clauses

- ~ Understand the public procurement process
- ~ Understand selection and award clauses and answer to them

Unit 5. Public procurement process – selection and award clauses

- ~ Plan and assess risk
- ~ Develop strategies related to their IPR

Unit 6. Basics on Public Procurement of Innovation

- ~ Know the basics of Public Procurement of Innovation

MODULE 2 → Green Public Procurement

Unit 1. Introduction to Green Public Procurement, basic vocabulary

- ~ Understand the strategic policy related to Green Public Procurement
- ~ Know and apply the basic vocabulary related to Green Public Procurement

Unit 2. Basic legal aspects: European Directives on Public Procurement

- ~ Know and apply the rules and regulations on Green Public Procurement

Unit 3. Public tenders: skills to find, understand and answer public tenders

- ~ Know sustainable and green procurement principles and policies and introduce green clauses in proposals
- ~ Use e-procurement systems
- ~ Read and answer green specifications in public tenders

Unit 4. Public procurement process – selection and award clauses

- ~ Understand selection and award clauses related to environmental aspects

Unit 5. Introduction to risk assessment and strategies on IPR

- ~ Plan and assess environmental risks
- ~ Develop strategies related to their IPR related to environment

Unit 6. Basics on Public Procurement of Innovation

- ~ Know the basics regarding public procurement of innovation

MODULE 3 → Green technologies and materials applicable in the furniture sector

Unit 1. GPP criteria regarding green technologies and materials – basic information

- ~ Know the different environmentally friendly production technologies in the furniture sector

Unit 2. GPP criteria regarding green technologies and materials – basic information

- ~ Know the different environmentally friendly materials in the furniture sector
- ~ Specify sustainable materials in relation with GPP criteria
- ~ Know the different “green” labels

Unit 3. GPP criteria regarding green technologies and materials – basic information

- ~ Know the principles of an Integrated Management Systems (IMS): ISO 14.001

Unit 4. GPP criteria regarding green technologies and materials – basic information

- ~ What life-cycle costing means, know the economic aspects of lifecycles
- ~ Assess lifecycle costs when comparing tenders and reject abnormally low tenders if these do not comply with environmental law
- ~ Ensure environmentally friendly lifecycle of furniture and their parts

Unit 5. GPP criteria regarding green technologies and materials – basic information

- ~ National or/and international normalization, standardization and quality assurance of materials