



# POLICY ON SUSTAINABLE PROCUREMENT

THE POLICY HAS BEEN APPROVED BY THE DECISION OF THE  
SCIENTIFIC COUNCIL OF NAKHCHIVAN STATE UNIVERSITY  
AT THE MEETING HELD ON SEPTEMBER 18, 2024 (PROTOCOL  
NO: 01), AND REVIEWED ON JANUARY 6, 2025.



## CONTACT US

[strategy@ndu.edu.az](mailto:strategy@ndu.edu.az)  
[www.ndu.edu.az](http://www.ndu.edu.az)



## Policy on Sustainable Procurement

### Content of the Policy

The Sustainable Procurement Policy of Nakhchivan State University shall ensure that the University's procurement activities are carried out in an economically, environmentally, and socially sustainable manner.

The Policy shall guarantee compliance with the principles of transparency, fair competition, financial efficiency, environmental sustainability, and social responsibility in the procurement of products and services.

The University Administration and the Sustainable Procurement Commission shall plan procurement processes, assess the selection of suppliers and the compliance of contracts, and conduct monitoring with due consideration of social and environmental impacts.

This Policy shall be mandatory for all structural units of the University and shall be implemented based on the principles of efficient resource use and long-term sustainability.

### I. General Provisions

**Article 1.** This Policy shall regulate the implementation of procurement activities at Nakhchivan State University (hereinafter – NSU) in a sustainable, transparent, and responsible manner.

**Article 2.** For the purposes of this Policy, “sustainable procurement” shall be understood as the simultaneous application of the principles of economic efficiency, environmental sustainability, and social responsibility in the procurement of products and services.

**Article 3.** The purpose of this Policy shall be to ensure efficient use of the University's resources, minimize environmental and social impacts, and uphold the principle of transparency.

### II. Fundamental Principles

**Article 4.** Transparency and Accountability. All procurement processes shall be conducted openly and in a documented manner.

**Article 5.** Fair Competition. All suppliers shall participate on an equal basis, and no discrimination shall be applied.

**Article 6.** Environmental Sustainability. Energy and resource efficiency, waste reduction, and the selection of green products shall be prioritized in procurement.



**Article 7.** Social Responsibility. Suppliers' working conditions, respect for human rights, and contribution to the local economy shall be duly considered.

**Article 8.** Financial Efficiency. Resources shall be used economically, and budget constraints and effectiveness shall be duly taken into account.

### III. Scope of Application

**Article 9.** Sustainable procurement shall apply to the following areas:

1. Equipment and materials for educational and scientific laboratories;
2. Office and technological equipment;
3. Products that ensure the efficient use of energy and water resources;
4. Food and other consumer goods;
5. Services, including repair, transportation, training, and consulting services.

### IV. Rights and Responsibilities

**Article 10.** Rights of the University Management:

1. The University Management shall have the right to approve and update the Procurement Policy;
2. The University Management shall have the right to control the selection of suppliers and the conclusion of contracts;
3. The University Management shall have the right to apply monitoring mechanisms in the procurement process.

**Article 11.** Responsibilities of the University:

1. The University shall comply with the principles of sustainable procurement;
2. The University shall organize cooperation with suppliers in a transparent and fair manner;
3. The University shall conduct assessments in accordance with social, environmental, and economic criteria.



## V. Governance and Monitoring

**Article 12.** A Sustainable Procurement Commission shall be established to oversee procurement activities.

**Article 13.** Powers and Duties of the Commission:

- The Commission shall approve procurement plans;
- The Commission shall evaluate supplier selection and contract compliance;
- The Commission shall prepare an annual report and submit it to the University Administration.

**Article 14.** The Commission shall also assess the social and environmental impacts of procurement and identify development opportunities.

## VI. Final Provisions

**Article 15.** This Policy shall be mandatory for all structural divisions and employees of the University.

**Article 16.** Issues not regulated by this Policy shall be governed in accordance with the legislation of the Republic of Azerbaijan.

**Article 17.** This Policy shall enter into force on the date of its approval.