

FSD Africa
Supplier Facing

FAQs/Q&A



1. What do we mean by Sustainable Procurement?

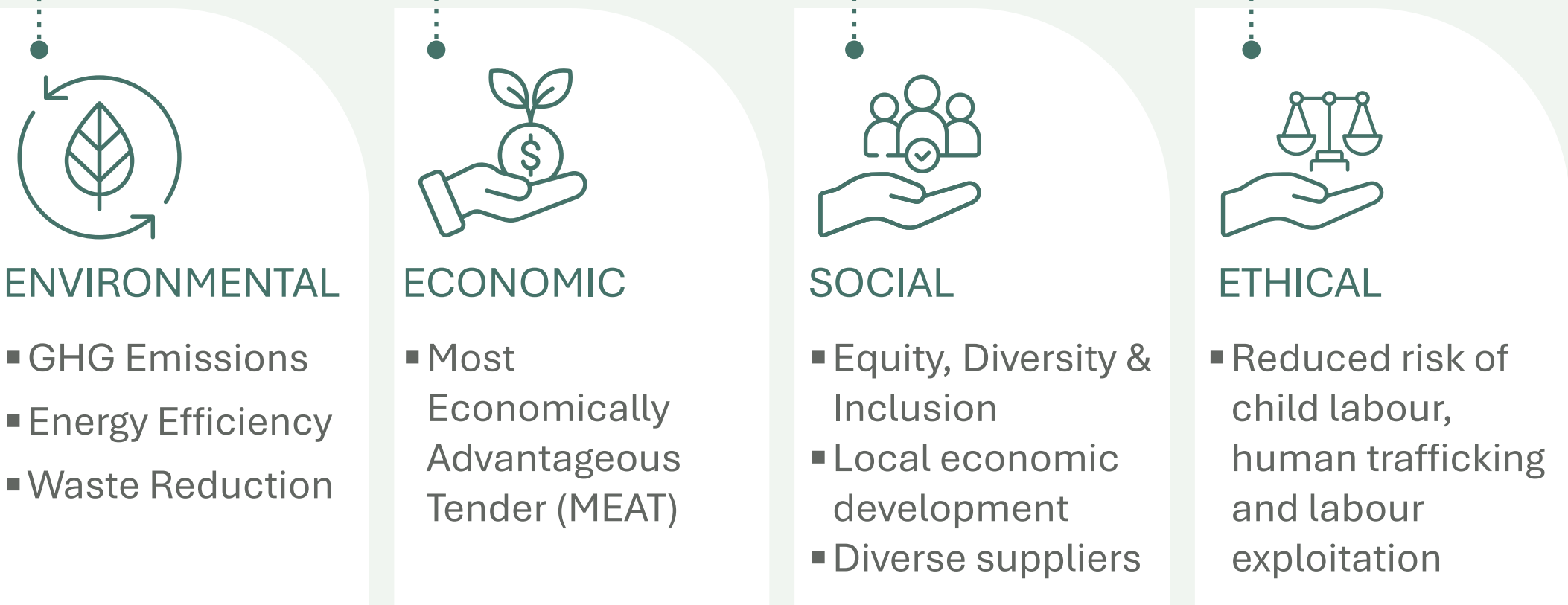
Sustainable procurement means prioritising the procurement of products and services that have the lowest environmental and ethical impact and the most positive social results, while still achieving best overall value. It is about embedding relevant sustainability considerations into processes for selecting services and goods, alongside traditional considerations like price, quality, service and technical specifications.



In practice, this means considering sustainability in every stage of purchasing services or products.

2. What are our sustainable procurement priorities?

FOUR PILLARS OF SUSTAINABLE PROCUREMENT



Every procurement has a different set of environmental, social, economic and ethical risks and opportunities. However, the figure above outlines FSD Africa’s most important priorities under each of the four pillars.

3. How do FSD Africa’s priorities translate into supplier selection?



Diverse Suppliers: Focus on engaging suppliers that represent underrepresented or marginalised groups, such as women-owned or minority-led businesses.



Local Suppliers: Prioritise working with suppliers in Africa while supporting the local economy and community.



Environmentally Friendly Suppliers: Whenever possible, work with suppliers who demonstrate a commitment to sustainability through eco-friendly practices, products or services.



Ethical Suppliers: It is a priority that suppliers treat their employees ethically, in compliance with FSD Africa’s Supplier Code of Conduct.

4. What is FSD Africa’s Supplier Code of Conduct (SCoC)?

FSD Africa is committed to sourcing in an ethical, lawful and socially responsible manner. We expect our suppliers to uphold the same high standards by complying with the principles outlined in our **Supplier Code of Conduct (SCoC)**.



Suppliers must also ensure that these standards are maintained throughout their own supply chains, including by any subcontractors they engage.

5. Why is sustainable procurement important?

United Nations’ Sustainable Development Goals (SDGs) are deeply rooted in FSD Africa’s commitments and strategies. By aligning its procurement practices, FSD Africa can address multiple SDGs including those represented below, among others.



By integrating sustainability into procurement, FSD Africa ensures that the organisation’s supply chain has a positive impact while achieving its goals.

Support local economies: Buying from local and social value suppliers, such as women-owned, youth-owned and disability-owned businesses helps create jobs and strengthen communities across Africa.

Protect the environment: Asking suppliers for eco-friendly services and products reduces waste, conserves resources and lowers carbon emissions.

Promote social good: By working with suppliers who uphold ethical standards and support fair labour practices, FSD Africa can help minimise social issues like poverty and inequality.

Lead by example and promote partnerships: FSD Africa seeks to continue to influence partners, suppliers, donors and others to adopt sustainable practices by showing leadership in how they procure services and goods.

Long-term value: Sustainable procurement can help the organisation reduce climate risks, save costs and build strong, resilient communities.



6. What is Most Economically Advantageous Tender (MEAT)?

MEAT is a procurement evaluation method used by FSD Africa to identify bids that offer the best overall value for money, not just the lowest price.

Instead of awarding a contract purely on the lowest price, MEAT considers both quality, service and sustainability into consideration.

This allows FSD Africa to:



Make better long-term decisions



Reward suppliers that offer better overall value



Support organisational objectives like sustainability and diversity



7. How will suppliers be evaluated on sustainability?



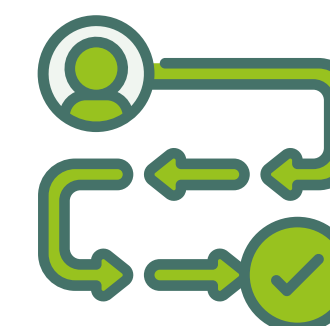
Suppliers will be evaluated based on how they incorporate sustainability into their operations, products, and services. Evaluation criteria may include environmental practices, social impact, ethical sourcing, and efforts to promote inclusion and diversity.

8. What type of evidence can suppliers submit?

You are encouraged to submit any relevant documentation or examples that demonstrate your sustainability efforts. This could include certifications (e.g. Fair Trade, ISO 14001), policies, supplier codes of conduct, sustainability reports, or descriptions of relevant initiatives or partnerships.



9. Am I expected to already be far along in my sustainability journey to be a supplier to FSD Africa?



No. We recognise that every supplier is at a different stage in their sustainability journey. FSD Africa welcomes and supports suppliers at all levels from those just starting out to those with well-established programs. What matters most is your willingness to engage, improve, and be transparent about where you are and where you're going.

10. How detailed should my sustainability response be?

We encourage suppliers to go beyond general statements. Instead of saying “we support sustainability,” describe specific actions, policies, or results.



Example:

“We implemented a paperless invoicing system that reduced our paper use by 40% in 2024.”

11. What kind of evidence should I attach?

Attach documents that support your claims. Evidence makes your response stronger and can improve your scoring. Examples include:



Environmental or social certifications
(e.g., ISO 14001, Fair Trade, B Corp)



Sustainability reports or descriptions of relevant initiatives or partnerships



Internal sustainability policies or codes of conduct

12. Do I need to tailor my response to my sector?

Yes. Sustainability priorities can look different across industries. Show how your practices align with the biggest sustainability impacts in your sector.

For example:



ICT suppliers might focus on energy-efficient hardware and e-waste management.



Consultants might highlight inclusive hiring, ethical client engagement or empowering local personnel



Logistics providers might focus on fuel efficiency, route optimisation or low-carbon delivery options.

13. What if I’m a small or new business without formal policies?

That’s okay. FSD Africa values and appreciates transparency and intent. If you don’t have formal policies or documents in place yet, describe:



Informal practices you follow (e.g. “We prioritise hiring locally”) Future Plans (e.g. “We are developing a supplier code of conduct for rollout in 2025.”)

14. Will my sustainability claims be verified?

Yes. FSD Africa may request supporting documentation or clarification for sustainability claims included in a bid. To avoid delays:



Ensure responses are accurate and reflect your actual practices or commitment



Only include claims you can provide evidence for

15. Why was my response marked as unclear or incomplete?

There may be a few reasons why your response may have been marked unclear:



There was no clear demonstration of how one or more of the sustainability pillars are embedded into your operations.



Requested evidence was missing from your submission.

16. Can I improve my sustainability profile after submission?

Yes. Sustainability is about continuous improvement and is highly encouraged. You may update your profile to include additional information or submit additional information during future procurement opportunities.



Please contact Procurement Unit if you have any questions about our Sustainable Procurement Programme.

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