



WAGENINGEN
UNIVERSITY & RESEARCH

Procurement Policy 2022

As adopted by the Board of Directors	September 2022

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WUR Procurement Policy 2022

In its procurement, Wageningen University & Research (WUR) is obliged to act in accordance with the legislation relevant to procurement and tendering. One important purpose of such legislation is to enable open and fair competition. Therefore WUR, as the contracting authority, is in principle obliged to put contracts out to tender by means of a competitive procurement procedure. Aside from the legislation, WUR also has its own procurement policy. The procurement policy is not focussed on the objects of expenditure but on the manner in which money is spent.

This 2022 procurement policy document revises the 2018 procurement policy and replaces it as of 15 September 2022. The Dutch language version of this Procurement Policy 2022 shall be controlling in all respects and shall prevail in case of any inconsistencies with the translated version, if any.

1. Framework with parameters for action

- 1.1 This policy document has been written for employees who spend money on behalf of Wageningen University & Research.
- 1.2 The objective of the procurement policy is to have tenders carried out in a lawful, efficient and effective manner, in line with WUR's mission and vision.
- 1.3 In order for procurement to be carried out responsibly, the integrity of employees must be beyond any doubt. As a basic principle, purchasers apply the code of conduct of NEVI, the Dutch Association for Purchasing Management¹ in its entirety.

2. Scope of procurement policy

- 2.1 Procurement concerns everything for which WUR receives invoices. This includes all supplies, works and services according to the definitions provided in the Dutch Public Procurement Act 2012 as amended on 1 July 2016.
- 2.2 This procurement policy applies to all of WUR's organisational units.
- 2.3 The process of ordering is decentralised.

3. Relevant legislation

- 3.1 WUR adheres to the relevant legislation.
- 3.2 Consequently, WUR applies the principles of proportionality, objectivity, transparency, equality and non-discrimination where these apply to procurement law.

¹ [NeVI Code of Conduct | NeVI](#)

- 3.3 The most recent General Government Purchasing Conditions for the provision of contracts to provide services (ARVODI) are declared applicable in principle to all service contracts to be entered into.
- 3.4 The most recent General Government Purchasing Conditions (ARIV) are declared applicable in principle to all supplies contracts to be entered into.
- 3.5 The most recent General Government Purchasing Conditions for IT Contracts (ARBIT) are declared applicable in principle to all IT contracts to be entered into.
- 3.6 The most recent Uniform Administrative Conditions for the Execution of Works and Technical Services (UAC) or the most recent Uniform Administrative Conditions for Integrated Contracts (UAV-GC) are declared applicable in principle to works contracts.
- 3.7 The most recent version of The Revised Regulations (in Dutch, De verNieuwde Regeling or DNR) and the most recent version of the "WUR additions to and deviations from the DNR" are declared applicable in principle to **design** contracts concerning works.
- 3.8 The Contracting Authority may include in the Tender Documents specific deviations from one or more provisions of the conditions referred to in 3.3 to 3.7.

4. Procedure selection guidelines

- 4.1 The procedure selection guidelines for Supplies and Services must be followed for public supplies and service contracts.

Estimated Value of Supplies and Service Contracts, excl. VAT	Procedure
€0 < €70,000	Single private procurement procedure
€70,000 < The current European threshold amount ²	Multiple private procurement procedure or a national (Dutch) procurement procedure
X > The current European threshold amount	European public procurement procedure

- 4.2 The procedure selection guidelines for Works must be followed for public works contracts and concession contracts for works or services.

Estimated value of Works or Concession Contracts, excl. VAT	Procedure
€0 < €100,000	Single private procurement procedure
€100,000 < €1,000,000	Multiple private procurement procedure; request a minimum of three and a maximum of five quotations
€1,000,000 < The current European (EU) threshold amount ³	National (Dutch) procurement procedure
X > The current European (EU) threshold amount	European public procurement procedure

- 4.3 The procedure selection guidelines for SAS services must be followed for the public contracts for

² The European threshold amount for Supplies and Services is determined biennially by the European Commission. For 2022 and 2023, this amount has been set at €215,000. For the SAS services set out in section 2.2.1.8 of the Dutch Public Procurement Act, the threshold amount for 2022 and 2023 is €750,000.

³ The European threshold amount for Works is determined biennially by the European Commission. For 2022 and 2023, this amount has been set at €5,382,000.

Social and Other Specific Services included in section 2.2.1.8. of the revised Dutch Public Procurement Act 2012.

Estimated Value of Contracts for SAS Services, excl. VAT	Procedure
€0 < €100,000	Single private procurement procedure
€100,000 < The current European (EU) threshold amount ⁴	Multiple private procurement procedure or a national (Dutch) procurement procedure
X > The current European (EU) threshold amount	European public procurement procedure

- 4.4 In accordance with article 1.4 of the revised Dutch Public Procurement Act 2012, on the basis of objective criteria, WUR selects the manner in which it intends to effect the agreement and the business(es) which is/are admitted to the procurement procedure. For contracts with a value below the current European threshold amount, this may entail deviation from the aforementioned procedure guidelines. The selection of any procedure must be justified in writing.
- 4.5 For contracts such as those included in part 2.1.3 of the revised Dutch Public Procurement Act 2012, WUR is exempted from the procedure selection guidelines because the obligation under part 2 of the Dutch Public Procurement Act to issue a call for tenders is not applicable.
- 4.6 For the contracts for Social and Other Specific Services (SAS services) included in section 2.2.1.8. of the revised Dutch Public Procurement Act 2012, a limited procurement regime applies.
- 4.7 Rules which have a mitigating effect above the current European threshold amount may also be applied below this threshold.
- 4.8 Invitations to tender must in principle be made in writing.

5 The awarding of contracts

- 5.1 At WUR, contracts are awarded and authorised through the electronic procurement system in use.
- 5.2 The effectiveness and lawfulness of contracts procured via the electronic procurement system is assessed.

6 Board resolution exemptions

- 6.1 WUR organisational units which in the context of their operations wish to tender for a contract – either by submitting a joint tender (via a consortium) or through subcontracting – are, for the purpose of forging a consortium or subcontracting and as long as the value of the contract does not exceed the European threshold amount, exempted from the procedure selection guidelines, since an open market has been established through the submission of tenders. Any recourse to this exemption must be justified in writing.
- 6.2 Should an external contracting party prescribe a procedure other than that which should apply according to the procedure selection guidelines, WUR may deviate from the procedure selection guidelines, having provided justification, on condition that doing so is not in violation of the law and the contract value does not exceed the European threshold amount.

⁴ The European threshold amount for Supplies and Services is determined biennially by the European Commission. For the SAS services included in section 2.2.1.8 of the Dutch Public Procurement Act, the threshold amount for 2022 and 2023 is €750,000.