

# Circular Procurement Guidelines for the Social Economy and Tourism Sector

Developed by the City of Porto

## Short Introduction

Circular procurement guidelines were developed to improve public and tourism and social economy sector procurement. The set of guidelines focuses on canteen and catering services on one side, and the maintenance of urban green spaces, on the other side - meaning that this tool is intended to support green spaces management by Porto Municipality and by social institutions and the tourism sector, which will also develop the Sustainable Green Space certification system that will be rolled out during the demonstration phase. The Porto Circular Procurement Guidelines is based on an integrated vision for Circular Economy for school meal & catering services and green spaces maintenance (macro vision), helping public authorities to identify possible gaps and consequently the need for new products and services. On the micro level, the tool includes information on how to define and develop criteria along the stages of the procurement procedure guidelines which constitutes a comprehensive set of example criteria to implement circular procurement in these sectors.

Other cities can make use of the tool by applying the presented sets of example criteria that promote circularity in the food and public space maintenance sectors.

### Target groups

- Local Governments
- Social Economy Sector
- Food and catering sector
- Green spaces sector
- Tourism sector

### Keywords

- #Reuse
- #Recycle
- #Reduce
- #Recover
- #Procurement
- #Circular Economy





For more information: [www.circularcities.eu](http://www.circularcities.eu)

Twitter: [@CircularCityEU](https://twitter.com/CircularCityEU)

Join the conversation: [#CityLoops](https://twitter.com/CircularCityEU)

## Format

- Report and Excel tool

## Deployment

*How will you be using this tool in your city – both in the demonstration actions and beyond?*

The Porto Circular Procurement Guidelines will be used to support services and products acquisition processes, such as tender books, in order to include circular award criteria and improve the sustainable procurement on school meal & catering services and green spaces management at Porto Municipality administration and social and touristic private sectors.

During the demonstration phase a training session will take place to potential users from Porto Municipality administration and from social and tourism sectors and focused on the practical implementation of the tool.

---

## Additional Information

*For example:*

- *Contact points*
  - *Paula Cayolla Trindade*
  - *LNEG – National Laboratory for Energy and Geology*
  - [paula.trindade@lneg.pt](mailto:paula.trindade@lneg.pt)
- *Next steps*
  - The tool is currently in English and will be translated to Portuguese. A training session targeted to Portuguese potential users from public administration, social and tourism sector and focused on the practical implementation of the tool is scheduled for September 2021.
- *References*
  - Trindade, P.C. and Alexandre, J. 2021. Porto Circular Procurement Guidelines



This project has received funding from the European Union's Horizon 2020 research and innovation programme under grant agreement No. 821033.

**Disclaimer:** The sole responsibility for any error or omissions lies with the editor. The content does not necessarily reflect the opinion of the European Commission. The European Commission is also not responsible for any use that may be made of the information contained herein.