

## **PURPOSE**

To encourage the purchase of coffee from companies that support sustainable agricultural policies in the coffee sector of producing countries, and are involved in programs that make a positive difference in the lives of coffee farmers or have received the Transfair/Fair TradeMark Canada label.

## **POLICY**

City Council encourages the supply of coffee from suppliers that support sustainable agricultural policies in the coffee sector of producing countries, and are involved in programs that make a positive difference in the lives of coffee farmers or have received the Transfair/Fair TradeMark Canada label.

Bidders must state if coffee offered is from companies that support sustainable agricultural policies in the coffee sector of producing countries and are involved in programs that make a positive difference in the lives of coffee farmers or has received the Transfair/Fair TradeMark label. This criteria will not be used to disqualify any bidder.

**Note: Adopted by Council at their meeting of July 4, 5 & 6, 2000, Report No. 14, clause 3 of the Administration Committee**

## **PROCEDURES**

1. The policy will be included in all Request for Quotations for coffee issued by the Purchasing and Materials Management Division.
2. Also included in all Requests for Quotations issued for coffee by the Purchasing and Materials Management Division will be the following statement::

“Bidders to state if coffee that will be supplied is from companies that support sustainable agricultural policies in the coffee sector of producing countries and are involved in programs that make a positive difference in the lives of coffee farmers or has received the Transfair/Fair TradeMark Canada label.

Yes \_\_\_\_\_ No \_\_\_\_\_“

3. This policy will be considered in the evaluation of all Bids received.

## **CONTACT**

Should you have any questions , please contact the Purchasing and Materials Management Division. In the event that further interpretation is required, please contact the Manager, Corporate Purchasing Policy & Quality Assurance at 416-392-0387 or Supervisor, Policy, Training & Technology at 416-392-1305.