

Announcement on the Amendment of Green Procurement Implementation Measures

Funding Source	Procurement Method		Green Procurement	Remarks
	Open Tender via Public Website	Taiwan Bank Joint Supply Contract		
Ministry of Education Subsidy	V	V	V	When using funding from the Ministry of Education subsidies, the Higher Education Sprout Project, or the Bilingual Learning Program for College Students to procure designated green procurement items for the university (1. Computer hosts, 2. Monitors, 3. Desktop computers [host + monitor or all-in-one desktops], 4. Laptops [including tablets], 5. Printers, 6. Multi-function machines, 7. Scanners, 8. Projectors, 9. Residential air conditioners), green procurement must be strictly implemented. The General Affairs Office will no longer accept exception requests.
Higher Education Sprout Project	V	V	V	
Bilingual Learning Program for College Students	V	V	V	

一、According to the resolution made during the 14th Administrative Meeting of the 111th academic year on February 22, 2023, effective from April 1, 2023, when using funding from the Ministry of Education subsidies or the Higher Education Sprout Project to procure designated green procurement items for the university (1. Computer hosts, 2. Monitors, 3. Desktop computers [host + monitor or all-in-one desktops], 4. Laptops [including tablets], 5. Printers, 6. Multi-function machines, 7. Scanners, 8. Projectors, 9. Residential air conditioners), green procurement must be strictly implemented. The General Affairs Office will no longer accept exception requests.

二、According to the resolution made during the 10th Administrative Meeting of the 112th academic year on December 13, 2023, the “MOE Bilingual Learning Program for College Students” shall follow the same requirements as the aforementioned two programs. The designated equipment items are now included under the mandatory scope of green procurement.

三、Procurement Channels for Green Eco-Label Products:

(一) Designated procurement items with green eco-labels shall be purchased through the Joint Supply Contract. Each unit is responsible for monitoring the contract period of each category.

- 1 **Under NT\$150,000 (Self-managed Procurement):**
 - (1) Required documents: Joint Supply Contract order and Eco-label certificate
 - (2) Procurement method: Select “Joint Supply Contract – Green Procurement”
- 2 **NT\$150,000 to under NT\$300,000 (General Procurement) :**
 - (1) Required documents: Procurement Requisition Form, Joint Supply Contract order, Eco-label certificate, and utility form
 - (2) Procurement method: Select “Joint Supply Contract – Green Procurement”
- 3 **NT\$300,000 and above (General Procurement) :**
 - (1) Required documents: Yuan Ze University Important Equipment (Bulk Items) Procurement Requisition Form, Joint Supply Contract order, Eco-label certificate, utility form; if the amount exceeds NT\$1,000,000, specification review meeting documents must also be attached
 - (2) Procurement method: Select “Joint Supply Contract – Green Procurement”

(二) Open Tender (Consolidated Tender):

During the consolidated tender period, requesting units may submit procurement requests for designated items, which must also carry a Green Eco-Label. In addition to the originally required documents, the Green Eco-Label certificate must be attached. Tender assistance will only be provided after the documents pass review. If vendors wish to propose equivalent products other than the recommended brand/model, such alternatives must also possess a Green Eco-Label.

- 1 **Under NT\$150,000 and NT\$150,000 ~NT\$300,000 (General Procurement):**
Required documents :
 - (1) **Procurement Requisition Form**
 - (2) Yuan Ze University Water and Electricity Requirements Form for Equipment Procurement (for instruments/equipment
 - (3) Specification Sheet
 - (4) Specification and price information for both recommended and equivalent products from official websites or third-party public sales platforms (highlight corresponding fields on the website and specification sheet using a highlighter)
 - (5) Green Eco-Label certificates for both recommended and equivalent products
- 2 **NT\$300,000 and above (General Procurement):**
Required documents:
 - (1) **Yuan Ze University Important Equipment (Bulk Items) Procurement Requisition Form**
 - (2) Yuan Ze University Water and Electricity Requirements Form for Equipment Procurement (for instruments/equipment
 - (3) Specification Sheet
 - (4) Specification and price information for both recommended and equivalent products from official websites or third-party public sales platforms (highlight corresponding fields on the website and specification sheet using a highlighter)
 - (5) Green Eco-Label certificates for both recommended and equivalent products
 - (6) If the total amount exceeds NT\$1,000,000, additional documentation from the Specification Review Meeting must be attached