



AL SUWAIDI COMPUTER CO.
السويدى كمبيوتر ك.



Connecting Dreams

Company Profile

What we do



Enterprise

End-User Computing Devices and Services



DESKTOP
LAPTOPS
TABLETS



SERVER SOLUTIONS



NETWORK &
CONNECTIVITY



DATA CENTRE



SECURITY

- Unified Communications
- Network Security Solutions & Security Management
- VOIP Systems and Networks
- Complete LAN, WAN & Wireless Infrastructure
- Data Center Infrastructure
- ICT
- UPS System
- Precision Cooling Solution
- Fire Extinguishing System
- Environment Monitoring Solution

- Raised Floor
- Enclosures (Indoor / Outdoor)
- Data Center Solution
- Outdoor Data Center Solution
- Water Leak Detection
- Generator
- Service Provider Infrastructure Networks
- Managed Private Cloud
- Managed Backup
- CCTV



Platinum
Partner

Gold
Microsoft
Partner

 PartnerDirect

Workstation
Expert
 Gold

Managed Print Services

Optimize your print environment with smart, cost-effective and sustainable solutions that monitors and maintains all your print devices.



While the definition of Managed Print Services is broad, the end result is simple: gaining visibility and control of your printing, which helps you save money and boost productivity. It also helps you improve environmental sustainability and document security. Your imaging and printing environment presents an opportunity to reduce costs through improved fleet management to better workflow design. We've helped organizations save up to 30% and more on overall printing costs. By "printing," we mean the total cost of managing and optimizing your printers, their output, and the people and processes that support these devices.

This includes:

- Pages produced by office workers, mobile workers and production print operations
- Office desktop printers, multifunction printers, copiers, scanners, fax machines and high-volume printers
- Materials sent out for quick printing, offset printing, mailing and distribution
- IT help desk support, technical service, maintenance, and add, move and change requests
- Paper, ink, toner and other supplies



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The best managed print services companies, like Al Suwaidi Computer Co., do more than just oversee your printers. They also:

- Conduct a thorough, up-front assessment to analyze your current printing infrastructure.
- Monitor, manage and optimize your total print output environment, end to end, regardless of printer brand.
- Provide a road-map to reduce the number and types of printing devices and supplies while meeting the needs of your business.
- Pro-actively identify and solve potential printing problems and replenish supplies before employees are affected.
- Reduce your environmental footprint through printing less paper, consuming less energy, generating fewer greenhouse gases and keeping waste out of landfills.



Modern Office Printing



All kinds of Printers & Scanners to provide you the ultimate value, fastest speed, and deepest security for today's needs.

We offer print solutions for all kinds of office print environments from portable printers & scanners to A4-A3 printers & copiers.



Lexmark[®]



brother
at your side



HP PageWide XL Printer Portfolio



HP PageWide XL 8000 Printer

Meet demand peaks and save with the fastest monochrome and color printer in the market.



HP PageWide XL 5100 Printer series

Print faster, get immediate results –for monochrome and color—in a single device.



HP PageWide XL 4000/4500 Printer series

Fast, consolidated monochrome and color printing, scanning, and copying for departments



Al Suwaidi is the pioneers and leaders of CAD and engineering solutions in the middle East. Partnered with Autodesk USA, we were instrumental in ushering in a new era with the introduction of Design Automation Software.

We provide engineering organizations and clients with advanced software tools and associated equipment needed for wide format printers and scanners.

Having started the first Autodesk Training Centre in the Middle East, Al Suwaidi has an exclusive team of Training specialists to cater the demands of ever growing Engineering industry. We, also being an engineering solutions provider, our process of Training of engineers at various levels is comparatively very faster and highly refined than any other Training consulting company. Al Suwaidi is Autodesk's Gold Partner for Architectural Engineering & Construction (AEC) and Media & Entertainment Solutions.

Al Suwaidi had associated with Autodesk, world leader in 3D design, engineering, and entertainment software and services for decades.

Autodesk Authorized Training Centre

We at Al Suwaidi, are also an Autodesk Authorized Training Centre, would offer a variety of courses, and can help you prepare for an Autodesk Certification.

*We offer individual and corporate trainings.



Specialization

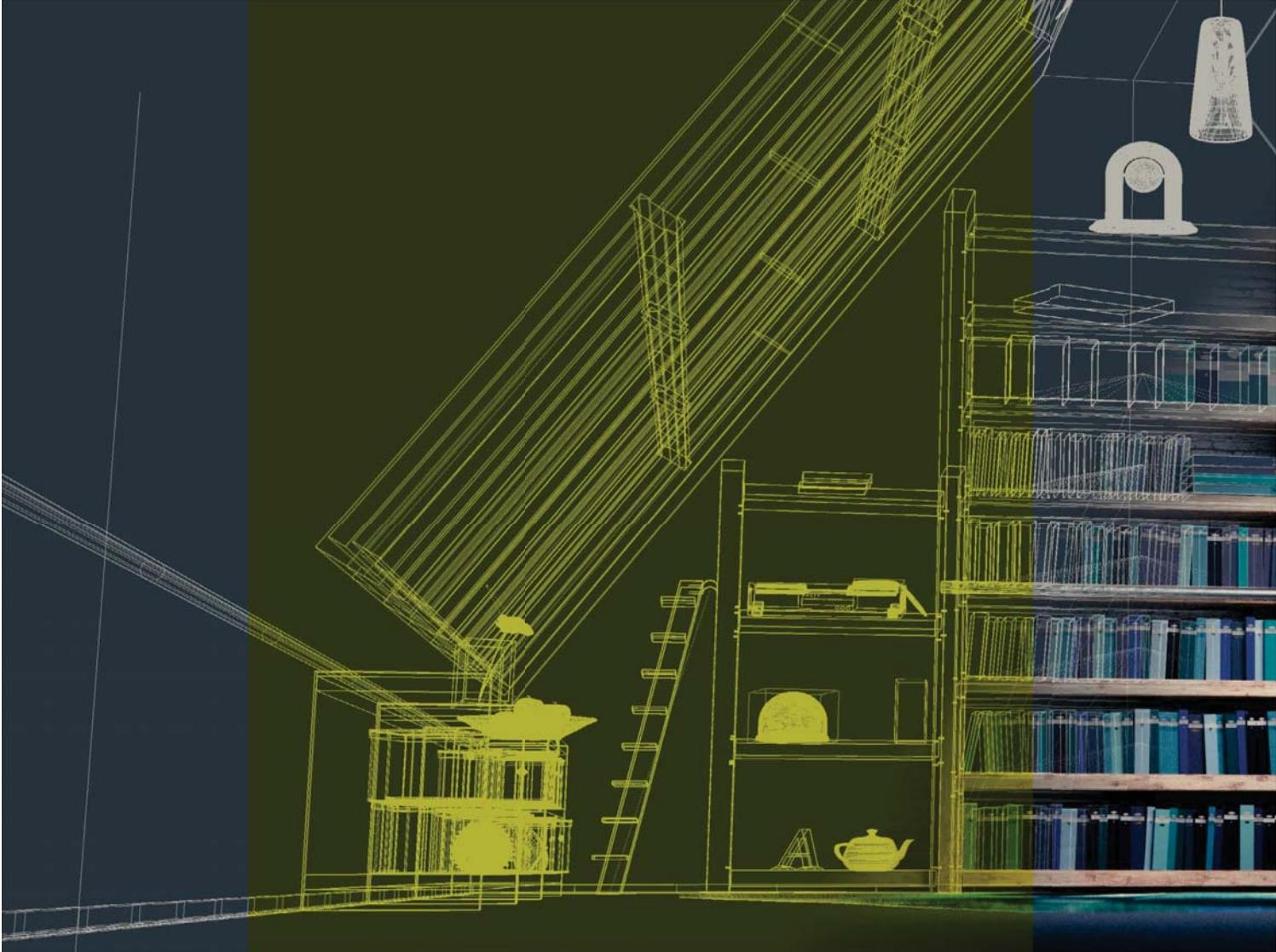
Architecture, Engineering & Visualization

Value Added Services

Authorized Training Center
Authorized Certification Center



AL SUWAIDI COMPUTER CO.
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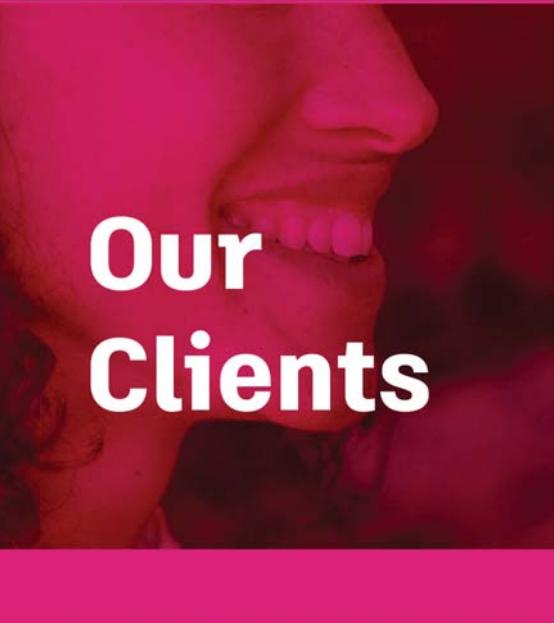


Software and Productivity Tools

Work Efficiently and boost productivity.

We specialize in consulting the right Design,
Collaboration and Management Tools.





Our Clients

Business relationships mean different to each organization. To us, it is more than just 'business'. With our clients, we share memories of working together through years of evolving innovations. So when we say 'clients' we mean partners of trust and reliability.

We serve around 2000+ clients in the whole of UAE. All our clients are extremely valuable to us and we take pride in serving each of them equally.

Below are just a few from the list that we can showcase.



بنك دبي التجاري
Commercial Bank of Dubai



AL HAMAD GROUP OF COMPANIES



cracknell





Certificate Of Registration

Awarded to

AL SUWAIDI COMPUTER CO (L.L.C)

at

P.O. BOX NO: 13136, EMPIRE HEIGHTS BUILDING, TOWER-B, 6th FLOOR,
ROOM NO: 6F-B-04, AL ABRAJ STREET, DOWNTOWN, DUBAI, UAE

Quality Registrar Systems certify that the management system of the above organization has been audited and found to be in compliance with the QRS requirements for registration of the management system standard detailed below:

ISO 9001:2015

Quality Management Systems

Scope of work

- COMPUTER & DATA PROCESSING REQUISITES TRADING
- MAPS & DRAWINGS COPYING SERVICES

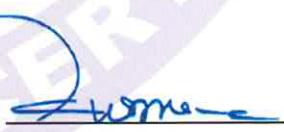
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Certificate No: ADU-1566

Originally Registered: 25 AUG 2020

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Valid up-to: 24 AUG 2023


Quality Registrar Systems



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Fax: +971-2-6741449
www.qrsyst.com

This is an accredited certificate authorized for issue by Accreditation Service for Certifying Bodies (Europe) Limited who have assessed QRS as a Certifying Body for compliance with ISO 17021:2015 'Conformity Assessment - Requirements for bodies providing audit and certification of management systems.'

This certificate is only valid when confirmed by the register listed in the Quality Registrar Systems (qrsyst.com)

WE DO...
TODAY'S JOB
WITH
NEXT
METHOD



INTEGRATING BUSINESS WITH INNOVATION

Services

Al Suwaidi believes in providing total technological solutions and not just system implementation. An in-depth study of the Client Company and their requirement is done before the project is begun. This helps in not only optimising the products and service of Al Suwaidi but also total implementation without glitches.

Advisory services

Al Suwaidi has consistently provided reliable professional information on a wide range of IT related issues and advises their clientele thereby helping a smooth run of their respective businesses.

We are partnered with the World's best consulting firms and impart our advices to our clientele with respect to their business and business model, taking into account the vision of each respective company. Our team of IT advisory experts helps maximize the Client and reduce unnecessary expenses.

As the client's business continues to grow and add connection points, we are there every step of the way and offer assistance or an opinion whenever they want it. As they grow on to become a truly global player, we assist in bettering their IT strategy to meet the new demands by helping them employ global practices and to meet regulatory compliances on both onshore and shore projects.



OUR SERVICES

WITH INNOVATION

This chart describes the value proposition that Al Suwaidi Computers brings to the table, each of the four areas are crucial to a complete solution from design through to post sales support.

DESIGN:

A team of designers, engineers and draftsmen drive the initial phase of creating a solution that answers the performance specification of a project. Our team is distributed throughout the GCC and India and they build their designs based on site surveys, user interviews and performance specification documents.

MANAGE:

On award the operation team take over to implement the design and make it real. This involves the project planning, approvals, detail design and tracking of changes. Our experienced team of project managers, coordinators and supervisors work in harmony with our technicians, logistics crew and subcontractors to deliver on time, working our way through each phase.

INSTALL:

Experienced technicians and programmers work together to build out racks, terminate and label cables, program control interfaces and do the final fixing of technology into a project. Senior technicians and specialist engineers do specialist configuration and handover and training.

SUPPORT:

A signed off project completion certificate marks the start of the support service period. Onsite maintenance support is a service that Al Suwaidi Computers extends during the warranty phase and after warranty as an annual maintenance contract. Multiple support centers distributed throughout our office locations insure that our technicians are only a few hours away to support our installations.





RESOURCE

AUGMENTATION

We believe that not only should a person fit a job but also the job should fit the person. With this in mind we work with the Client Company team helping build consistent methodologies and customized solutions.

We support our clients with Infrastructure Staff, Technical Support Staff, System Administrators, Business Application Administrators, IT Project Managers, System Architects, Managed Services, with regard to the clients IT requirements.

Al Suwaidi offers a range of Managed Services, ably supported by highly qualified and experienced staff to help maintain the IT infrastructure of the client on 24/7 basis.

Our range of Managed Services:

- | Managed Hosting and Migration
- | Managed Colocation Services
- | Backup Management
- | Storage Management
- | Security Management
- | 24/7 Monitoring Service
- | Network Management
- | User Management
- | Systems Management

Support Services

Al Suwaidi provides support services that are available 24/7/365. We ensure quick response time and efficient support system to all your IT needs.

Our range of support services

- | IT Architecture Design
- | Infrastructure Migration Services
- | Preventive Maintenance
- | Network Installation Services
- | Remote Monitoring and Management

PROJECT MANAGEMENT

At Al Suwaidi Computers we believe that consistent teamwork is the only way to implement an integrated technology project, this is so true because by definition multiple resource types are used on all the different systems that finally get integrated together to make a working solution. The different stages of project implementation are described below:

1- PROJECT MOBILIZATION

- Assign a team of project manager, engineer and site manager.
- Understand the requirements of the client and design accordingly, or review the specifications, if available.
- Explicitly define the objectives and scope of the project; always maintain a high- level schedule & quality standards.
- Define the project management team & identify the roles and responsibilities of each member.
- Preliminary risk identification.
- Preparation of the initial project management plan.

2- PROJECT PLANNING

- Precise Planning is vital for the success of the project.
- Budgeting, scheduling and activities planning, which was part of the initial project management plan, is extended as per the schedule of the Clients program.
- Orientation of the Project Team Members.
- Validation and Finalization of the Project Scope and Schedule.
- Define the Quality Assurance Policy & Change Control Process.
- Finalization of the Project Management Plan.
- Project Kick off Meeting, approval of the Project Management Plan and Work Breakdown Structure.

3- PROJECT IMPLEMENTATION

3.1- DESIGN & APPR OVALS

- The teams of engineer under the supervision of the project leader will design the Systems and prepare for submission to the consultants.
- The Technical submittals and its corresponding Schematics are submitted for approval.
- Material procurement submittal is prepared based on the approved materials & the program of works.
- The materials are procured as per the program and requirements on site for the team of engineers and site personnel to carry out the works.
- Utmost importance is given to the quality of works and quality checking of the works by the project leader.

3.2- INSTALLATION, COMMISSIONING AND TESTING

- The system engineers prepare the method statement explaining the detail approach to install & commission the system. Upon approval of the method statement the works are carried out accordingly.
- The commissioned system is finally tested to the satisfaction of the consultant and the client.

PROJECT CLOSE OUT AND HANDOVER

- Operation and Maintenance manuals and the As-built drawings of the implemented project will be handed over to the consultant/client as per the specifications of the project.
- Our qualified Engineers will provide adequate end-user training to the technical team of the Client. They would be able to carry out the first line maintenance, fault finding , set the system and general operations of the systems. Second level of support is provided by Al Suwaidi Computers' personnel.

POST WARRANTY SUPPORT

- As part of any typical project Al Suwaidi Computers provides a warranty of one year for all the systems and equipments installed Al Suwaidi Computers. However, the specific warranty/maintenance requirements of the Client can be customized.
- During the warranty or post warranty period we inform the Clients regarding the latest upgrades in order to help them have the best systems available in the market. Project management is teamwork. A team of qualified engineers and trained technicians with adequate project knowledge are deputed under the leadership of the project manager for management and administration in addition to the support from the technical experts. On larger projects our project manager is assisted by the project co-ordinator, the site manager, the planning engineer, the commercial manager, the purchase manager, the safety officer, the quality assurance representative and other administration personnel for the smooth and successful implementation of the project. However, we understand the complexity of the project, the time frame and budgets while identifying the project team.



SOLUTIONS



Networking and Security

Maximum careful studies and analysis are done by Al Suwaidi of their client's needs, before creating the most cost effective, scalable and flexible IT system infrastructure using industry-leading technology and paradigms. And doing this enables our clients to maximise their efficiency thereby maximizing their productivity.

Having world's best OEMs as partners, Al Suwaidi has the ability to pass on their expertise and quality to our clientele and fulfil the networking and security needs. Our flexibility allows us to provide the networking and security whatever maybe the size of your business, whether a small startup or a conglomerate spread across the globe.

Switching and Routing

The most appropriate compression algorithm is used as to reduce transmission of redundant data and effectively reduce communication cost



SOLUTIONS

Wireless

BYOD (Bring Your Own Device) phenomenon is reshaping the way IT is purchased, managed, delivered and secured.

Employees use their own personally owned devices to interact, function and speed up productivity in a fast moving demanding global environment. Al Suwaidi is at the forefront of this evolution and fully equipped to handle it.

Structured Cabling

Al Suwaidi provides structured cabling solutions for Data Centers, Local Area Networks and converged low applications, which are best suited for medical facilities, call centers, condominiums, apartments, office buildings, educational campuses, government centers and convention centers.

CCTV

Al Suwaidi designs and implements high performance CCTV solutions, digital and analogue storage solutions and network based video surveillance solutions for corporates, hotels and government entities which are best suited for both indoor and outdoor coverage under normal and extreme weather conditions.



SOLUTIONS

Hospitality Solutions

The travel and hospitality industry has topped the list of the fastest growing e-commerce markets since the earliest days of the web. Consumers and business travellers alike are hooked on the utter convenience and cost advantages of researching travel options and booking online.

The hospitality industry is not anymore about just check-in and check-out from hotels. Now it is all about providing highly organized and easy experience to customers. To reach those business acquisitions we offer exclusive industry aligned hospitality IT solutions.

Call Accounting is one of the most accepted solutions at leading hotel chains that work seamlessly with PMS and PABX systems enabling efficient and flexible management of communication charges and service usages, voice messaging and Interactive Voice Response (IVR)

Automated Guest Service System and Inter Department Work Order System is another premium offering that enhances guest request fulfilment systems delivering specific statistics of individual guests and guests on the whole.

AI Suwaidi effectively structures guest services management, customer relationships, event ticket management, mobile printing services, hi-speed internet, office and communication solutions, conferencing and networking solutions. We have also done many IT projects for local and multinational hotel chains across the GCC, Jordan, Lebanon, India, Maldives, Mauritius and Egypt.

Distribution, scheduling, management and display of information or advertisements have become a major booster for businesses today. These systems are used for information as well as advertising revenue generation. Digital information displays can highlight the important events and messages for customers and staff. These displays can be interfaced with the organization's database to display linked information like exchange rates, stock values as well.

Such systems have a wide variety of application

Such systems have a wide variety of applications:

- Hotels (Dynamic in-house advertising, way finding & conference agendas)
- Shopping Malls (Dynamic advertising and way finding)
- Airports (Flight Information Digital Signage and way finding)
- Retail outlets (Dynamic advertising and interactive attractions)
- Amusement parks (Dynamic Signage and way finding)
 - Museums
 - Petrol Stations
 - Corporate Offices (Dynamic advertising and conference agendas)
 - Conference Facilities (Meeting Room Management)



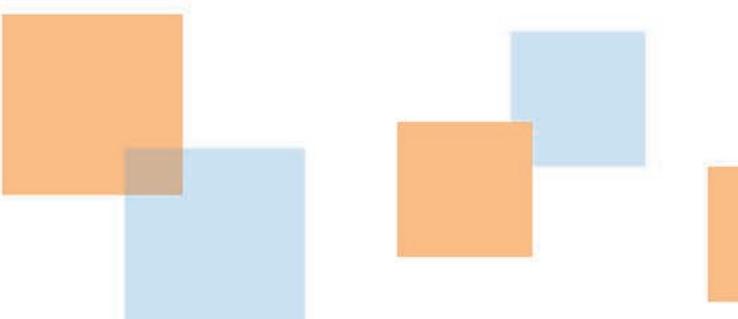
DIGITAL SIGNAGE

Video walls, as the name suggests, are large surfaces used to display video. Unlike projectors, video wall resolution is much higher for larger spaces displaying text clearly as well as smaller video windows as in surveillance or tv broadcast control rooms. These long life, no burn-in, auto-calibrating video wall displays are most commonly used

- Elaborate monitoring centers (i.e. Network or transport monitoring)
- Utility and Telecom companies
- Broadcast Studios and control rooms
- Police and Civil Defense (Incident Rooms)
 - Aerospace and Airport Control Room

Or more creatively that can be used for:

- Retail shop fronts and Interior design
- Amusement parks and arcades
- Museums
- Concerts



AUDIO VISUAL SYSTEMS

CONFERENCE ROOM AUTOMATION

Conferences and meetings have become an integral part of business. With the evolving market, global customer and widespread multinational business video / audio conferencing have become a necessity. We design state-of-the-art integrated technology solutions for the hi-tech conference rooms.

DISCUSSION & VOTING SYSTEMS

In delegate meetings, board meetings and other discussions microphones with control software is very helpful. This allows the chairman to allow, disallow, queue the speakers or restrict the number of participants talking at the same could be managed.

SIMULTANEOUS INTERPRETATION SYSTEMS

Al Suwaidi Computers provides Simultaneous Interpretation System for any type events, meeting, convention etc where the floor language is to be translated other languages. The system provides facilities for interpretation, distribution and reception of floor language or interpreted languages using infrared technology.

PRODUCTION SOUND & LIGHTING SYSTEMS

Al Suwaidi Computers offers sound reinforcement systems based on acoustic modelling for each type of facilities like, auditoriums, conference centres etc. We design, supply, install, commission, operate and maintain high level sound and light systems based on the requirement of the Client.

SOUND SYSTEMS, BACK GROUND MUSIC & AUDIO PAGING SYSTEMS

For public areas in a property, digital Public Address systems can be used to provide site-wide background music and audio paging from multiple sources at different locations and in different zones. These systems can be integrated with fire alarm systems and intruder alarm, which will be of utmost convenience for the property owners. While back ground music

provide a relaxed environment in the property, the audio could be used for information dispersion and hazard notification.

IPTV & SATELLITE MASTER ANTENNA TELEVISION SYSTEMS

Reception and distribution of broadcast television programs is a must system for each and every building be it a commercial or a residential building, a shopping mall or any other property. Al Suwaidi Computers provides SMATV / CATV television systems for any requirement providing all available television channels in the region.



IPTV SOLUTIONS AND HOTEL INTERACTIVE TVs (IPTV/HITV)

One the core elements of any five star hotel room is the interactive TV system. A purpose built and robust LCD TV acts as the port through to services like:

- Delivers a digital-to-room solution for an entertainment experience guests will remember.
- Maximizes return on your HD display investment.
- Provides the contemporary technology features and high quality picture experience that guests have come to expect.
- Utilizes an easy-to-use system that appeals to a variety of guest needs.
- Improves revenue potential through the promotional power of true HD.
- Updates movie line ups monthly – and sometimes more often – to keep choices fresh for frequent, brand-loyal guests.

Al Suwaidi Computers integrates along with the tv sets the interactive tv system (lodgenet), as well as the converged ip network that makes this system ubiquitous. Other features include extending the tv audio to the guest bathroom and even bathroom mirror tvs and water proof tv sets.



GUEST ROOM MANAGEMENT SYSTEM

The guest room management system is an online integrated low voltage room control solution that services the hotelier and the guest. For the hotelier the system manages energy cost, reducing labor cost, deterring room-abuse, it improves operational revenue and profitability, and even enhance hotelier's service, quality and management efficiency.

For the guest the system facilitates the "smart hotel room" feeling with an in-room integrated solution that includes user-friendly electronic minibar, electronic safe, electronic door locks, tv controls, drapery, hvac control, security monitoring, door chime and even a clock. All systems can be integrated to a property management system, telephone system, and building or facility management systems.



BUSINESS SOLUTIONS

Al Suwaidi offers a complete suite of business solutions across different domains. The scope of services includes ERP, CMS, CRM, HR, BI, EDMS, performance management and e-commerce.

- | Business Solutions include
- | Enterprise Resource Management
- | Customer Relationship Management
- | Human Capital Management
- | Enterprise Content Management
- | Internet and Intranet Portal Management
- | Mobile Apps Development

CAD and ENGINEERING



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At an Autodesk Authorized Training Center, you can:

- | Learn from highly qualified instructors at superior facilities
- | Receive Autodesk-recommended content from Autodesk Official Training Guides (courseware books)
- | Develop your skills with sample projects and exercises that emphasize real-world applications
- | Choose a class at the most appropriate skill level to meet your needs
- | Meet at a time convenient for you, or sign up for custom, on-site training
- | Earn a valuable certificate of completion that's recognized in your profession
- | Validate your product knowledge by getting Autodesk Certified when you take a certification exam at a participating ATC test delivery facility Trainings are available on all Autodesk software applications - AutoCAD, Revit-Architecture/Structure/MEP, 3dsmax design, Civil 3D etc.

We offer individual and corporate trainings.

Leveraging Sustainable Procurement

Procurement and sustainability professionals recognize the vital role sustainable procurement plays in “purchasing the future we want.” There has never been a more pressing set of indicators demonstrating the scale of the issues facing humans and the planet.

This document aims to give you objective guidance on how to leverage your technology purchases to advance the circular economy. The simple definition of sustainable procurement is:

Sustainable procurement includes:

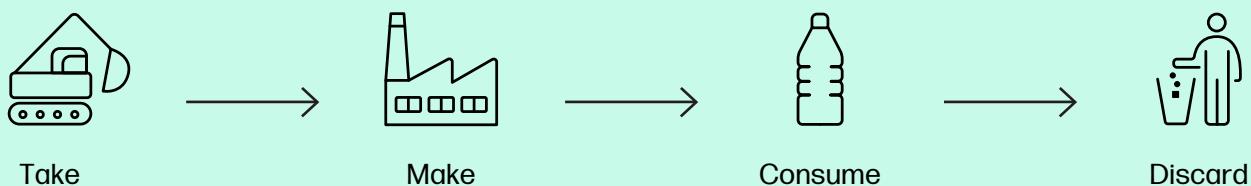
- Obtaining the best value,
 - For the most sustainable services or goods,
 - From the most sustainable supplier,
 - In alignment with your organization’s stated purpose & goals.
- Sustainable Purchasing Leadership Council¹⁹

Even a small shift in the way we buy will have a significant impact on people and the planet, while helping to meet the Paris Agreement targets and the UN Sustainable Development Goals (SDGs). With the ever-growing impacts of climate change, population growth, scarce natural resources, global pandemics and calls to action for social justice, organizations will need to innovate their purchasing practices to build more resilient and sustainable supply chains.

Our use and discard models of consumption have had devastating impacts on our planet. Resource extraction and processing are responsible for around half of global greenhouse gas emissions.¹ They are also responsible for 90 per cent of biodiversity loss and water stress.¹ The spotlight is therefore squarely placed on extractive industries for climate change mitigation. Our consumption-based linear economy—take, make, use, discard—is not sustainable.

The transition to a circular economy, based on better design, reduce, reuse, and recycle, depends on procurement as a key driver. Organizations can support this transition, one that is restorative and regenerative by design,² by evaluating the services and products they buy and the companies with whom they choose to do business.

The linear economy



Sustainable development goals

Many organizations have aligned their sustainability goals with the UN Sustainable Development Goals (SDGs) framework – a useful blueprint to address global challenges by 2030. While sustainable procurement influences many of the 17 interconnected goals, the two most relevant to procurement professionals may be SDG 12 and 17:

SDG 12 – Responsible Consumption and Production

SDG 12.7 includes “promot[ing] public procurement practices that are sustainable, in accordance with national policies and priorities.” Our global material footprint continues to grow while natural resources are not used sustainably. The way organizations produce and consume has a real impact on our future; procurement has the power to meet your goals “to do more and better with less”³ by keeping materials in use and at their highest value.

SDG 17 – Partnerships for the Goals

SDG 17 includes, “encourag[ing] and promoting effective public, public-private and civil society partnerships, building on the experience, and resourcing strategies of partnerships.” Sustainable development is a ‘team sport’ that brings many skillsets and groups together to find the best solutions. Procurement professionals have a wide range of knowledge yet cannot be an expert in all areas. This is why collaboration with suppliers, line of business experts and sustainability professionals is key for procurement departments, who can benefit from collaborators’ expertise in areas such as ecological and environmental science, and the social impacts within supply chains.

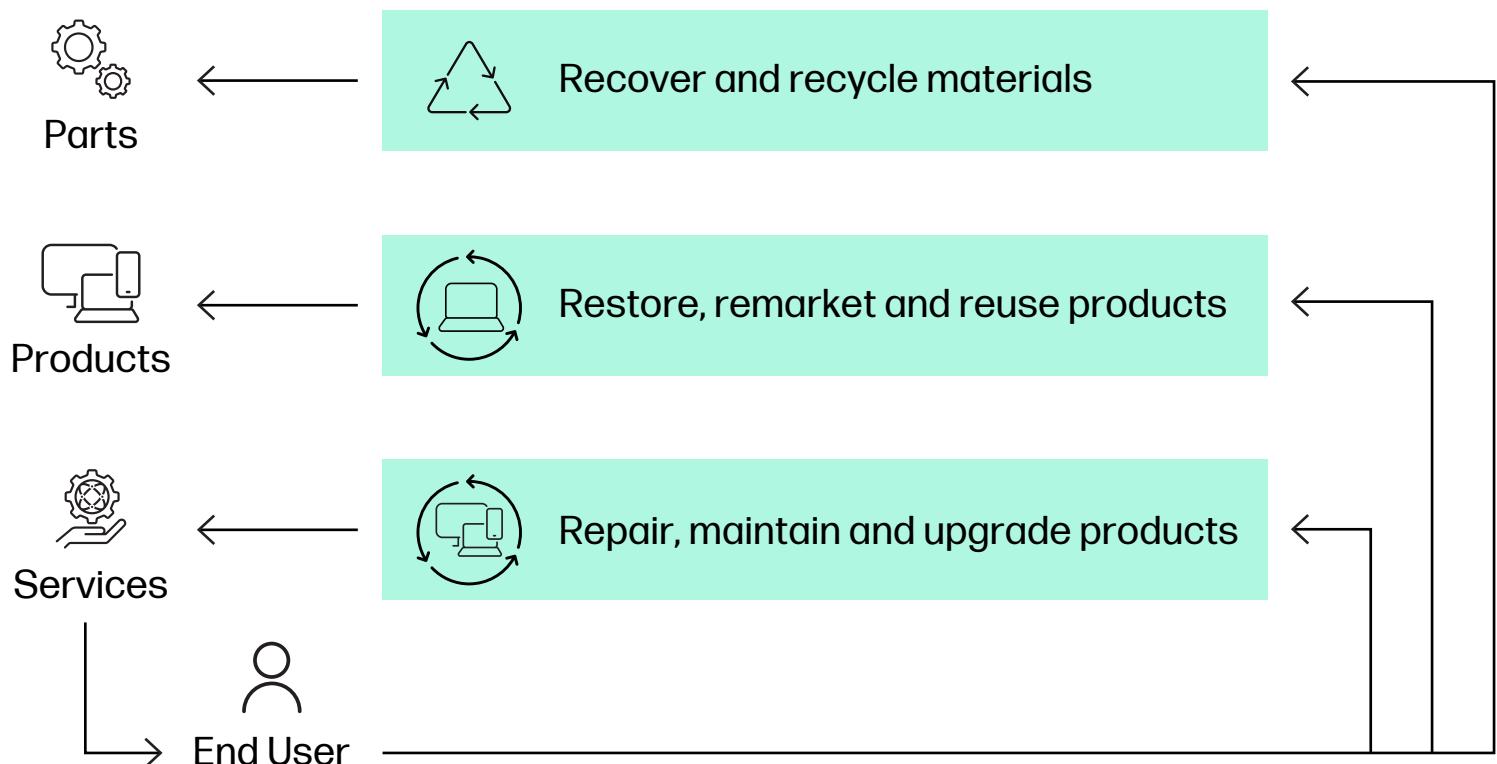
The [white paper](#) on the collaborations between HP and WWF Canada gives organizations guidance on the key elements of successful partnerships.

A model for change: The circular economy ecosystem

Procurement is a critical driver for the economy, and it is especially important in the shift towards the circular economy. Where and how we spend money matters. For instance, the simple act of transitioning from buying a good to buying a service, such as managed print services, brings a host of sustainability benefits. In a circular economy, resources (e.g., materials or products) are maintained at their highest form of value for as long as possible. This eliminates the need to extract ever-increasing amounts of natural resources, and, avoids discarding these resources into landfills, waterways, and oceans. The circular economy transition is critical for future-looking organizations.

End of (first) life means that an electronic device is heading to a second life, usually with another user. This is important because IT equipment requires a lot of investment of energy and materials to manufacture. Extending product life avoids the extraction of new raw materials and instead keeps existing materials in circulation.

Circular economy ecosystem



“Habitual purchasing practices represent the single largest barrier to realizing a more sustainable industrial economy. Unless we innovate the way we buy and what we buy, we will continue to reproduce the social, environmental, and economic impacts that we experience in our industrial economy today.”

- Sam J. Hummel, Former Executive Director of the [Sustainable Purchasing Leadership Council \(SPLC\)](#)

Circular economy ecosystem (continued)

Circular economy is an alternative economic model in which services and products are designed with sustainability in mind, for example, by facilitating repair and reuse to extend product life. Ideally, within a circular economy, production and use are powered by renewable energy, while design allows for extending product life, device reuse and repair, and complete recovery and recycling of all product materials at end of life. Resources such as plastics from these products are then re-cycled into new products.

Aligning your procurement practices to encourage the circular economy can be achieved by making informed purchasing decisions regarding services and products. Critically, the transition to circular economy is driven by procurement with these three main circularity drivers: product design; transparency & performance; and supplier relationships.

"Without circular procurement, your sustainability work will be seen as just window dressing."

– TCO Development 2020 report,
Impacts and Insights:
Circular IT Management in Practice⁴

Circularity drivers



Product design

It is commonly understood that a majority of a product's sustainability impacts are determined during the design stage. Continually improving design, and encouraging organizations and their supply chains to do the same, will drive the circular economy. For example, many organizations purchase technology without considering product lifespan and the end of (first) life of those products. These are critical design elements and can be specified in bid documents. Value can be derived for your organization by including these costs in purchasing decisions; see [total cost of ownership \(TCO\)](#) covered in this guide for more.



Transparency & performance

Social, environmental, and economic transparency means disclosing decisions, activities, goals, and Key Performance Indicators (KPIs) related to these areas. Transparency is the basis for stakeholder dialogue and collaboration. Without transparency, suppliers and their customers are not speaking the same language and are not on the same page about where they are today, nor where they are going together in the future. It is critical to understand who you are doing business with and how they help you contribute to your organization's sustainability goals.



Supplier relationships

Building relationships with suppliers and aligning on sustainability goals drives innovation and helps create a ripple effect through the supply chain. It also means a compounded positive impact to your organizational objectives – social, environmental, financial, and others. The [ISO 20400:2017 Sustainable Procurement – Guidance document¹⁰](#) provides more depth on supplier relationships.

Suppliers can inform you of capabilities that are available today and what will be possible tomorrow as we collaborate to develop a more sustainable future. Procurement is a strong tool that drives innovation in the technology industry – working with your suppliers to understand how your goals can align with theirs will result in a more circular economy.

Sustainability goals & supply chain impact

In this critical decade of climate action, organizations are increasingly setting and driving towards achieving ambitious sustainability goals. Whether these goals include reduced and sustainably sourced packaging, water conservation, value chain carbon reductions, supplier diversity, or workers' rights, the use and impact of sustainable procurement to advance these goals is often underestimated.

Sustainable procurement is, in fact, one of the most impactful and effective ways to meet your sustainability goals.

Leveraging your technology purchases to advance your social and environmental goals makes sense.

Sustainable procurement includes:

- Obtaining the best value,
 - For the most sustainable services or goods,
 - From the most sustainable supplier,
 - In alignment with your organization's stated purpose & goals.
- Sustainable Purchasing Leadership Council¹⁹

Align your procurement with your sustainability goals

The supplier, type and quantity of services and/or products purchased collectively determine the social and environmental impact of any procurement activity.

Align your decision-making criteria with your organization's social and environmental goals, policies, and priorities. For example, if your organization is striving to reduce its carbon footprint aligned with the Paris Agreement, you need to ensure that all services and goods under consideration include carbon footprint measurement, disclosure and footprint reduction goals from your supplier. You can then prioritize suppliers whose carbon footprint goals are aligned with yours¹⁹.

The impact of your procurement program will be maximized by prioritizing procurement criteria based on science-based targets and by focusing on the areas of greatest risk to your

What are the impacts of your organization?

Although it may seem logical for an organization to improve the sustainability impacts within its own operations, the greatest contributors to an organization's footprint usually come from its supply chain. Operations are only the tip of the iceberg. Below the surface, there are many other risks associated with purchasing and suppliers.

For most organizations, the largest contribution to carbon footprint lies in the supply chain. For example, emissions in the supply chain account for 68% of HP's global carbon emissions, while operations account for only 1%.

By developing a better understanding of how each supplier addresses their own impact on carbon emissions and resource acquisition, you can choose those employing the most responsible practices.



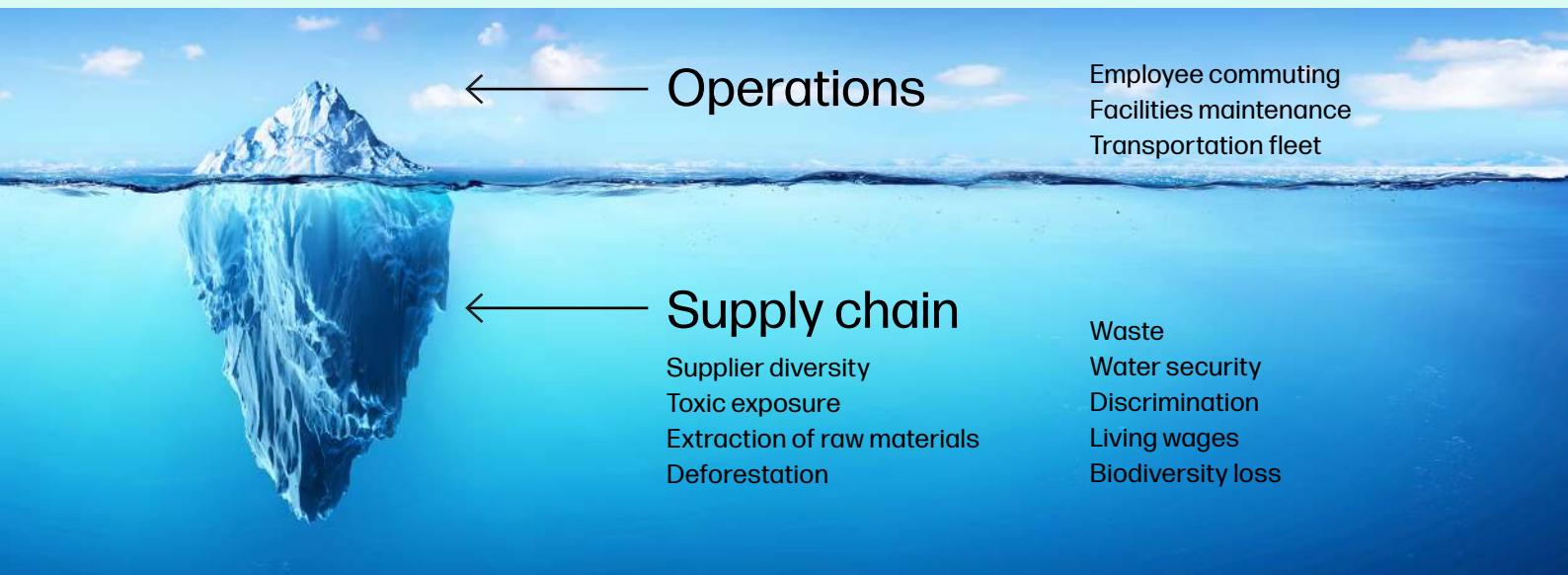
For climate change, supply chain emissions (upstream Scope 3) are, on average, 11.4 times greater than operational emissions.

[CDP Global Supply Chain Report 2022¹³, page 4](#)

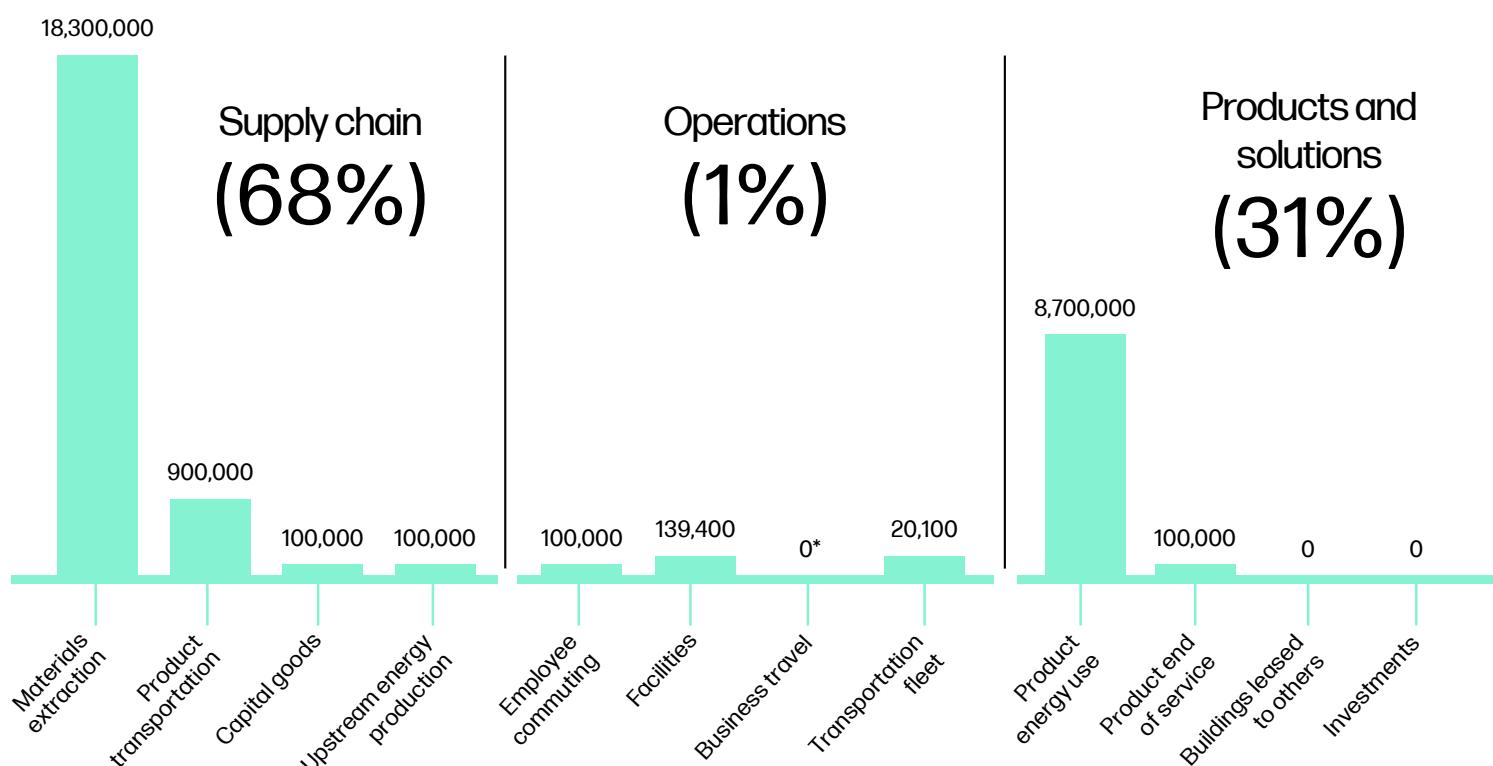
Sustainability goals & supply chain impact

The impact of a vendor's own operations are only the tip of the iceberg

The greater impacts sit below the surface of operations within your vendors supply chain.



HP carbon footprint, 2021 - 28,459,500 tonnes CO₂e



*This value is 0 due to rounding

Evaluating the design of services and products for circularity

This section provides information and tools needed to assess whether or not products meet your sustainability needs.

The importance of total cost of ownership, life cycle assessments, and carbon neutrality

Total cost of ownership (TCO): Disclosing all financial costs across life cycle

Do suppliers disclose **all costs of owning IT**, not just initial purchase price? The total cost of ownership considers both direct and indirect costs, including installation, security, training, labor, maintenance, energy use, repairs, and end of (first) life management & recycling.

"TCO helps determine smart buying decisions by considering the ongoing costs of services or goods in combination with the initial purchase price."

– Bob Willard, Founder and Chief Sustainability Champion, [Sustainability Advantage](#)

Fairness & full life cycle

Procurement criteria need to be fair and equitable and consider sustainability aspects throughout the life cycles of different service or product options. For instance, the energy costs to operate the device together with the end of first life, security, and environmental and social issues need to be considered at the point of purchase.

How many devices are needed, truly? If you procure as a service, you can use just what you need, reducing waste and sustainability impacts, twofold: first, by reducing the amount of active hardware; and second, by supporting its second life when you are done using it in its first.

For example, when accessing computing-as-a-service, the end of first life is managed by your supplier. This means that devices are refurbished and put out in the used PC market faster, resulting in more units being given a useful second life.

Did you know: Adding 2 years of use to an average PC reduces the carbon footprint by 30%!⁴

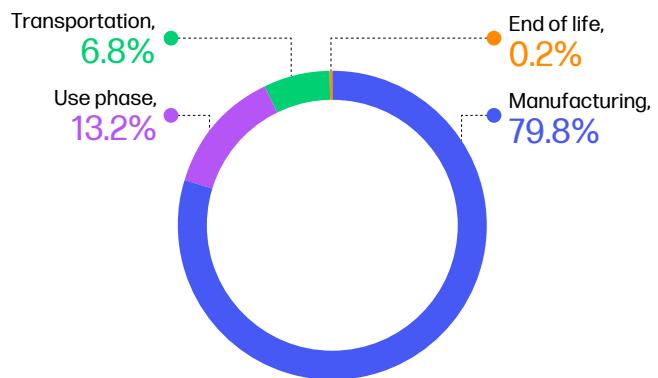
This isn't to say that your organization should be holding on to IT products until they no longer work, but rather it points to the significance of buying a product as a service (PaaS).

Buying as a service allows for PCs to reach their second life much faster. You don't have to worry about the logistics of storing unused devices or the associated data privacy concerns.

Storing used PCs represents wasted resources. Shifting to a service model for IT products allows your organization to avoid the upfront costs while you only pay for what is used.

Buying a product as a service (PaaS) is not the same as leasing— which is simply a financial arrangement and would not include the service provisions of, for example, remote monitoring and repair.⁴

Emissions by life cycle phase, notebooks (%):



TCO Development 2020 report, Impacts and Insights: Circular IT Management in Practice



Life cycle assessment (LCA)

A life cycle assessment (LCA) is a rigorous, science-based quantitative methodology that assesses environmental impacts associated with all stages of a [service or] product's life – from raw material extraction through materials processing, manufacturing, distribution, use, repair and maintenance, and disposal or recycling.⁵

Organizational and value chain sustainability are highly complex ecosystems, and robust metrics and KPIs to measure performance are relatively new. One of the best tools for measuring environmental impacts is a life cycle assessment (LCA). An LCA is used by manufacturers to assess relative impacts between processes and products. However, LCAs for IT products evaluate a high level of complexity and variation in manufacturing processes across the supply chain, which leads to a wide standard deviation. Due to this, they are not reliable for comparing IT products between potential suppliers.

Evaluating the design of products for circularity (continued)



TCO & LCA support Access over Ownership

Peer reviewed research conducted by HP in 2020 following the parameters defined by ISO 14040/44 Environmental management - Lifecycle assessment - principles & framework¹¹, demonstrated significant advantages when purchasing services compared to purchasing products.⁵ By embracing access to services (compared to product ownership) organizations can save money by avoiding the capital investment in hardware and materials, while contributing to a smaller carbon footprint and supporting the circular economy movement.⁵

Product as a service (PaaS) systems significantly advance towards a more circular and low carbon economy through:

- Avoided manufacturing & extended product life – usually with a second or even third owner
- Usage optimization – managed product services better match the number and type of devices to the users' needs and facilitates reduced waste
- Material & transportation reductions (e.g. through improved distribution efficiency and reduced packaging)

PaaS systems generally cost less than traditional products because:

- You are not paying for more than you need, as product accessibility is matched to your needs
- Predictive monitoring and maintenance prevent catastrophic breakdown & excessive or delayed repair time
- When repair costs are carried by the supplier, they are incentivized to design products that are made to last and are easy to repair and recycle

Why focus on plastics:

Estimates are that two garbage trucks worth of plastic is dumped into the ocean every minute, and that by 2050—unless we do something differently—there will be more plastic than fish in the ocean by weight.¹⁴

While there are many contributing factors to this issue, a significant one is that there is little demand for post-consumer plastics. Procurement professionals have the power to change this. By simply requiring every plastic item you buy (nearly everything has plastic in it) to contain a minimum percentage of post-consumer plastics and indicate that you intend to increase this requirement, you will create change on a massive scale. In the early stages, as suppliers prepare for this change, you can start by asking for supplier commitments to reduce virgin plastic use and increase post-consumer plastics use.

Carbon neutrality

3 out of 4 Fortune Global 500 companies are expected to meet a science-based emission reduction target (SBT), be carbon neutral, or use 100% renewable energy by 2030.⁶

Carbon is emitted throughout the life cycle of a service or product, and much of these emissions are unavoidable. Carbon neutrality refers to the effective reduction of net carbon emissions to zero. Carbon neutrality is achieved by using a combination of measures, including reducing the carbon emissions of a product or service, extending the product's lifespan, reducing energy use and offsetting carbon for any remaining emissions.

Carbon reduction means:

- Improving operating and energy efficiency of services & products
- Maximizing the use of renewable energy across the value chain
- Avoiding fossil fuel consumption

Offsetting carbon means investing in trusted and verified programs which rely on the voluntary carbon market for successful sequestration of carbon, for example, through the restoration and protection of biodiversity and ecosystem health.

The [CarbonNeutral Protocol](#) is the global standard for carbon neutral programmes¹⁶. The protocol includes high-level requirements for achieving CarbonNeutral® certification. It was developed as a set of requirements to provide businesses with a single-source guide to make credible, transparent claims anywhere in the world. As third-party standards are developed, The CarbonNeutral Protocol aims to provide a framework which builds upon the best guidance in the market and offers a unifying process for making carbon neutral claims that are recognized internationally.



Evaluating supplier transparency & performance



The fastest way to build a sustainable business is to buy from one that has already done so.

Choosing suppliers that will help meet your sustainability goals and protect your reputation is essential. This section covers the importance of transparency - how to evaluate it and how to identify greenwashing.

The importance of supplier transparency

Supplier transparency is the clear, unambiguous, and explicit communication of significant and substantial business risk, including how the risk is measured, mitigated, and its real or potential impacts to people, planet, and profits.

A high degree of transparency, and high performance against disclosed goals, are good indicators of a responsible supplier. Transparency provides credibility to sustainability claims and is necessary to demonstrate the commitment, methods, measurements, and goals of sustainability work. Just as organizations release annual financial reports to investors, the growing expectation is that organizations will—with the same rigor—share their sustainability goals and performance.

There are often contractual confidentiality requirements throughout supply chains. However, leading organizations have overcome these issues through work with the RBA (Responsible Business Alliance—the world's largest industry collaboration dedicated to Corporate Social Responsibility in supply chains⁷) and other such organizations. RBA recognizes a spectrum of maturity for disclosures through their Good/Better/Best approach and the need for continuous improvement. RBA has issued a [practical guide](#) to transparency in procurement that recognizes the wide variety of reporting metrics. RBA states that, "The most efficient way is to assess a consistent set of publicly available indicators by which companies report their performance and progress."⁷ By aligning on transparency, the most meaningful data and issues are brought into focus.

There are many ways to disclose important sustainability performance elements. Evaluating a supplier's overall sustainability commitment for only one area or action is not sufficient. Often, organizations receive praise for a single sustainable service or product, instead of considering the full impact of that organization's value chain.

Given the definition of sustainable procurement, considerations also need to be given to the performance of all services, products, and the supplier company itself; otherwise, you may fall victim to greenwashing claims.

While third party rating companies can help to determine transparency and establish confidence, it is a good idea to look at a range of ratings, as each rating organization uses its own methods.

Talk to suppliers and other stakeholders to ensure your procurement program has realistic goals and expectations. Bid/tender requests should reflect your priorities, and the social and environmental components of tender offers should be weighted accordingly.

Meaningful supplier transparency is critical to sustainable business and a sustainable future.

Supply chain responsibility goes hand in hand with transparency. For instance, disclosing to voluntary third-party validation systems is an indicator that a supplier has confidence in the management of their supply chain. Another example - printing companies that do not disclose their impacts on forests and water, through voluntary disclosures such as CDP, are either unaware of them or not willing to disclose.

A transparent process and discussion with suppliers and stakeholders will provide you with a clearer picture of market conditions and help you evaluate the impact of specific criteria. ISO 20400:2017—Sustainable procurement Guidance¹⁰ recommends working with suppliers to determine procurement criteria.

Sustainability is impossible without transparency.

Forests, biodiversity, and sustainable procurement

The procurement of all wood-based products such as paper and paper-based packaging can easily be improved to protect forests and biodiversity through responsible forestry.



Healthy forests are crucial in maintaining biodiverse ecosystems. When forests are lost, habitats are lost, affecting the delicate symbiotic relationships between plants and animals in the rich forest ecosystem. At the same time, when biodiversity is threatened, the health of the forest is threatened, meaning trees struggle to be the carbon sinks we so desperately need. Failure of transparency in supply chains is resulting in continued deforestation and biodiversity loss on a huge scale.

At Cop26, world leaders agreed to remove deforestation from supply chains. And yet, a third of companies linked to deforestation have no policy to end it.¹⁷

With climate change impacts already evident and impacting forests through fire, drought, and disease, resilient forests are critical. Trees are the world's best carbon sequestering technology. They remove the carbon that is responsible for climate change from our atmosphere as they grow. Forests provide a "carbon sink" that absorbs a net 7.6 billion metric tons of CO₂ per year, 1.5 times more carbon than the United States emits annually.⁹ For this to continue we must protect, restore, and improve the management of the world's threatened forests.

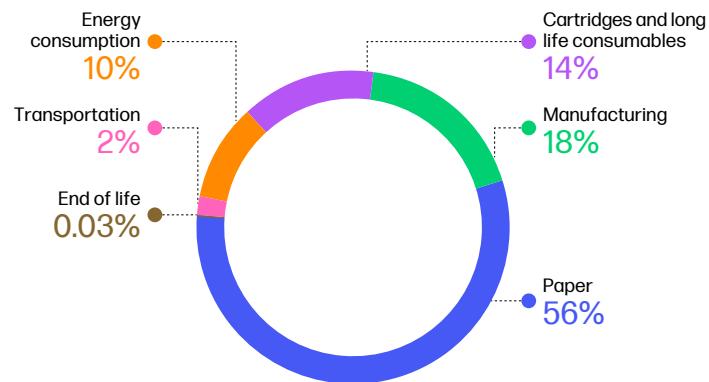
At its foundations, having a sustainable paper and wood policy that clearly spells out the principles for making and buying paper and wood-based products is needed in all organizations. The principles underpinning such a policy are: responsible forest management; efficient use of raw materials; clean manufacturing; and protection of the rights of indigenous peoples and local communities.

By requiring all paper products to be certified to Forest Stewardship Council® (FSC®), you ensure they are coming from responsibly managed forests. FSC® is the gold standard in forest management. It is an ecolabel applied to wood-based products and FSC-certification indicates that they are sourced from well-managed forests. It assures that biodiversity, people's land rights, and the health and regenerative abilities of plant and animal species are protected. Such forests support the livelihoods of local communities and give them reasons to keep forests standing instead of developing the land for other uses.

The use of paper is the largest impact from printing so ask your IT and paper suppliers questions such as:

- Are they buying paper from certified sources such as FSC®?
- What are their policies for zero deforestation, and does it apply to their packaging and paper products?
- Are they transparent in their work on forests by disclosing to CDP or other agencies?

Emissions by life cycle phase, HP office imaging devices (%):



Increasing the proportion of recycled and certified fiber used globally depends heavily on sustainable procurement. This can be accomplished by ensuring the sustained practice of buying recycled and certified fiber in our own organizations and ensuring that our suppliers are doing the same. One often overlooked area is outsourced print materials like flyers and other marketing materials. In this critical decade of climate action, moving from doing "less harm" to being proactive in helping to manage the world's forests is a great indicator of the leadership needed to tackle climate change. Leading IT organizations go further and contribute to the restoration, protection, and improved management of the world's forests for the longevity of the planet and their business.

Evaluating supplier relationships



The impact of your organization extends throughout your supply chain, so engaging with your suppliers on sustainability issues is essential for you to reach your sustainability goals. Effective engagement will also be an opportunity for you to support your suppliers on their own sustainability journeys. However advanced your suppliers are on sustainability issues, it's a good idea to ask them how they can help you meet your organizational sustainability goals, for example, through providing carbon neutral services. You may even be surprised by their expertise!

See CDP's [Global Supply Chain Report 2022¹³](#) for more guidance on supplier engagement.

Supplier engagement improves your procurement processes and outcomes. Here's how:



- Transparency applies throughout the supply chain, meaning your suppliers' transparency becomes your transparency.
 - Suppliers will be able to assist with specific technical information to ensure transparency and prevent greenwashing.
- Suppliers may be able to provide the products you need through service-based models, advancing circularity within your value chain.
- Suppliers can help you ensure data security.
 - With the rise in data security breaches, many older bid documents did not include security requirements. Technology suppliers are carefully monitoring the requirements for security: ask them for guidance.
- Reduction of materials extraction can have a huge impact on your carbon footprint. Your suppliers can help you to procure only what you need, maximizing efficiency and minimizing waste.
- Your suppliers can support you in both reporting and managing your sustainability data for continuous improvement.
 - For example, you could ask your supplier to support you with reports on energy and paper use, employee engagement data, security audits and advice, and predictive and preventative maintenance.
- Positive social impact made by your suppliers can be a part of your shared sustainability story.
 - Many suppliers can make impacts in the communities in which they live and work. Ask your suppliers what they do locally, for example, through volunteering.

Sustainable Procurement Criteria for PC

Compiled by HP Inc., considering the basic principles of EU Sustainable Public Procurement (SPP)

Introduction

The Sustainable Procurement Criteria for PC were developed as a set of recommended purchasing criteria to help procurers include sustainability when tendering for PC's. The criteria were developed with key principles of public procurement in mind and based on criteria commonly used and considered in tenders to support procurers - both from public and commercial organisations - with pre-written text ready to lift directly from this guide.

Criteria are closely aligned with the UN Sustainable Development Goals (SDGs) that act as a useful blueprint to address global challenges by 2030. Notably, SDG 12, *Responsible Consumption and Production*, which includes "promoting public procurement practices that are sustainable, in accordance with national policies and priorities." Our global material footprint continues to grow while natural resources are not used sustainably. The way organizations produce and consume has a real impact on our future; procurement has the power to meet your goals "to do more and better with less" by keeping materials in use and at their highest value.

Background

The Sustainable Procurement Criteria for PC were developed by the HP Sustainable Impact Team in Europe, Middle East and Africa (EMEA) in close cooperation with internal subject, technical, environmental and legal experts.

Content

For several criteria, different types of criteria are recommended:

Award (A): Criteria and practices rewarded with extra points by procurers, sometimes called Rewarding Criteria aimed to push the market towards more sustainable performance and offerings. Baseline (B): Criteria which should be considered the minimum expectations after legal requirements are met.

Where to find more information

Use [the HP Sustainable IT Procurement Guide](#) for more information on how to further ensure Sustainable Procurement. Sustainable Procurement Criteria for Supplies can be used in procurement of ink and toner cartridges, and the Sustainable Procurement Criteria for Print to be used when tendering print and imaging equipment. Find more information on Sustainable Procurement [here](#)

If you have feedback regarding this document, please contact sustainability@hp.com

Sustainable Procurement Criteria for PC

Topic	Suggested text to include in tender	Verification	Why this is important	SDG
1. Eco Labels	<p><u>EPEAT</u>: Offered computers and displays should be registered in the country where the bid is made and meet:</p> <ul style="list-style-type: none"> • EPEAT Silver level 0.5x points) • EPEAT Gold level (x points) <p><u>TCO Certification</u>: Offered computers and displays should be certified according to TCO certified ecolabel standard valid at the time when the product was put in the market.</p> <p><u>Energy Star</u>: Offered computers and displays should be certified according to ENERGY STAR ecolabel valid at the time the product was put in the market.</p>	<p><u>EPEAT</u>: Listed for the relevant country at epeat.net</p> <p><u>TCO Certification</u>: Listed in TCO Certified global product</p> <p><u>Energy Star</u>: Listed in ENERGY STAR global product list of certified products</p> <p>NOTE: Very Eco Label applicability for local market. All EPEAT registered products are automatically Energy Star qualified.</p>	<p>Ecolabels are voluntary third-party programs that ensure certified or registered products within those ecolabel organizations, meet a set of advanced sustainability criteria. Such criteria could include Environmental and Social aspects of the manufacturer with focus on product Design, Supply Chain, Use and Dispose.</p>	
2. Product Carbon Footprint	The Product Carbon Footprint (PCF) should have been analyzed and documented in accordance with ISO 14040 series.	<p>The PCF analysis document performed according to ISO 14040 series has been provided for offered products. This criterion is included as 4.8.1.1</p> <p>Optional—Product life cycle assessment and public disclosure of analysis in EPEAT, IEEE 1680.1™ Standard referring to the ISO 14040 series.</p>	<p>Product Carbon footprint is an estimate of the total climate change impact of a product throughout its entire life cycle, from extraction and manufacturing to end of life.</p> <p>The PCFs are important to guide design strategies as carbon dioxide equivalents are often referred to as ‘the currency of the environment’.</p>	  
3. Repairability	<p>Service manuals should be made available by suppliers for relevant products.</p> <p>To further compliment this, brands can submit external rating for repairability of their products to highlight their commitment and accessibility.</p>	<p>Brands should provide service manuals for relevant products.</p> <p>External ratings for products should be provided by independent agencies, notably that of iFixit which rates the repairability of laptops across key brands.</p> <p>Ratings can be found here</p>	<p>Availability of replaceable parts and service manuals facilitate product repair and therefore help to extend product lifespans and reduce the frequency of replacing whole products.</p> <p>This supports a shift to a circular economy, as well as potentially lowering the cost for users.</p>	

Sustainable Procurement Criteria for PC

Topic	Suggested text to include in tender	Verification	Why this is important	SDG
4. Durability	Durability according to the US MIL 810-H standard. Offered Notebook computers should have been tested against the US military standard MIL 810-H for drop and at least two more of the following durability attributes: <ul style="list-style-type: none">• Vibration• Dust• Humidity• Altitude• High temperature or low temperature.	Supplier declaration of result from testing according to MIL ST 810-H, at accredited (3rd party) or in-house test labs. Test reports to be available if requested.	Increased durability and longevity supports a reduction in the frequency of replacing and upgrading computers and desktops, and therefore a reduction in the new resources used, manufactured and processed..	
5. Recycled Content in Product	Baseline: Declare if the product contains post-consumer recycled content - plastic, in parts over 25 g. Yes/No Award: A maximum of x points [to be specified] may be awarded for higher content. If Ocean bound plastics (OBP) are used the brand owner must be able to show that the certified plastic mixtures are certified by UL 2809 Environmental Claim Validation Procedure (ECVP) for Recycled Content Standard, or OBP Certification Program codeveloped by the NGO Zero Plastic Oceans and the certification group Control Union.	Compulsory criteria: Aligned to either EPEAT standard IEEE Std 1680.1™-2018 (Recycled percentage as defined in BS/EN 15343:2007, or SCS Services Recycled Content Standard V7.0) or TCO criteria. Self-declaration by the supplier, for example The ECODEclaration according to international ECMA370 std. Award criteria on OBP: certificate to the UL 2809 std. OR OBP Certification Program was codeveloped by the NGO Zero Plastic Oceans and the certification group Control Union https://www.obpcert.org/	Recycled content, including ocean bound plastics, helps support a circular economy and reduction of environmental impacts generated by manufacture of products (compared with use of raw materials).	  
6. Sustainably Sourced Packaging	Baseline: State if the packaging material has content of recycled / postconsumer recycled material (paper and plastic), Yes/No Award: A maximum of x points [to be specified] may be awarded for higher content of recycled material: > 50% recycled plastics: x points · 15-50% recycled plastics: 0.6x points · 5-15% recycled plastics: 0.3x points When used only for paper packaging the "...content of recycled material" can be exchanged with "...content of recycled material or sustainably sourced." Sustainably sourced means raw material from FSC certified sources or similar.	Supplier self-declaration, for example The ECODEclaration (P13.3) according to international ECMA-370 standard can be used to verify recycled paper content. The other criteria to be verified via self declaration from the producer.	Recycled content in packaging helps support a circular economy and reduces environmental impact by preventing one-use products. i.e. reducing impact from manufacturing from new raw materials. Requirement from users of packaging material that the resources should come from responsibility managed forests (for paper-based packaging) assist in reducing deforestation.	  

Sustainable Procurement Criteria for PC

Topic	Suggested text to include in tender	Verification	Why this is important	SDG
7. Long Life Battery	<p>Points shall be awarded for improved endurance greater than 500 cycles (with 80% capacity retention) respectively. A maximum of x points [to be specified] may be awarded.</p> <ul style="list-style-type: none">• 1000 cycles or more: x points• 800 cycles or more: 0.6x points• 501 to 799 cycles: 0.3x points <p>The minimum battery life in hours shall be set according to the Contracting Authority's requirements.</p>	<p>Supplier self-declaration: The tenderer shall provide a test report for the battery cells or packs showing compliance according to the IEC EN 61960 'endurance in cycles' test carried out at 25°C and at a rate of either 0.2 It A, 0.5 It A or 1.0 It A (accelerated test procedure). Note: TCO Gen.8 certificate for notebooks means the battery fulfils at least 300 cycles with > 60 % capacity. EPEAT registered products fulfilling optional 4.4.1.2. meet the requirement of >65% capacity after 1000 cycles.</p>	<p>Batteries are the most replaced part in a system. A long-life battery promotes a circular economy by reducing new resources used, manufactured and processed.</p>	
8. Chemicals	<p>Brands should be able to show commitment to a safer chemicals assessment methodology and a strategy for safe substitution of chemicals, working actively with suppliers to ensure substitution of substances that are hazardous to the environment or human health.</p>	<p>Brands should provide evidence of a commitment and work towards substituting substances that are identified as hazardous to the environment or human health in the supply chain, i.e. evidence of substituted chemicals where identified and steps in the supply chain to validate this. This could be provided in a written description of the procedures for chemical substitution or evidence of how the procedures for chemical substitution have been applied for relevant products. Adoption of third-party methods such as <i>GreenScreen® for Safer Chemicals</i> and membership to groups such as the Green Chemistry & Commerce Council or BizNGO should be promoted.</p>	<p>A non-toxic environment is essential to the health of our planet and all wellbeing on it. HP aspires to a world where our products and operations use materials and chemicals that cause no harm. For more than two decades, HP has worked to shift the electronics industry away from chemicals of concern to less hazardous alternatives. Substituting hazardous chemicals for safer alternatives is essential to safeguarding human health, enabling a circular economy for material flows and protecting the environment from harmful substances.</p>	

Sustainable Procurement Criteria for PC

Topic	Suggested text to include in tender	Verification	Why this is important	SDG
9. Accessibility of Devices	For ICT products, systems and applications, whether requiring development and/or customization or not, the Suppliers shall provide a description of conformance with the applicable ICT Accessibility Standards for the proposed product, system or application.	Description of accessibility features to be provided by means of either a Voluntary Product Accessibility Template (VPAT) or other comparable document, upon request. Evidence of accessibility testing and reporting should be evident, in line with the worldwide regulatory landscape. In the event additional requirements and documentation are necessary, such requirements will be stated in accompanying documents such as Request for Proposals, Statements of Work, Contracts, Agreements, Purchase Orders, or Amendments. Accessibility testing should follow the worldwide regulatory landscape including U.S. Revised Section 508 at minimum and additional world standards such as E.U. EN 301 549, U.S. ADA Accessibility Guidelines [ADAAG], and W3C WCAG 2.x.	One in seven people in the world has a disability. Removing barriers that otherwise prohibit them from engaging as dignified, independent, equal, and active members of our communities is critical for bridging the digital divide.	
10. Upgradeable & Replaceable Parts	Baseline: The following components of computers, shall be easily accessible and replaceable using universal tools (i.e. widely used commercially available tools as screwdriver, spatula, plier, or tweezers): HDD/SSD; memory; rechargeable battery. Award: As award criteria also: keyboard; mouse pad.	Note: different verification paths suggested by ecolabels. TCO Gen.8 cover main components in section 6.2.2 but include also keyboard which is suggested here to be an advanced level criterion. The list of components is like the optional 4.4.2.5 in IEEE Std 1680.1™-2018. This means that verification can be made by a self-declaration covering 1-3, or TCO Gen.8, or EPEAT registration in the relevant country.	Availability of replaceable parts helps extend the product lifetime. Reducing use of new resources supports circular economy goals and can potentially lower costs for the user.	
11. Availability of Spare Parts	Baseline: The supplier shall guarantee the availability of spare parts for at least 2 years (core, basic requirement) or 3 years (as more advanced requirement) from end of production. Award: Continued availability 5 years.	Supplier self-declaration, for example The ECODEclaration (P7.9-10) according to international ECMA-370 standard.	Availability of spare parts and reparability allows product lifetime extension and promotes circular economy by preventing new resources used, manufactured and processed and have the potential to lower cost for users.	

Sustainable Procurement Criteria for PC

Topic	Suggested text to include in tender	Verification	Why this is important	SDG
12. Reporting related to End of Life	<p>The tenderer must provide records regarding the end of life of used equipment. They must report on the proportion of equipment prepared or remarketed for re-use and the proportion of equipment prepared for recycling.</p>	<p>The tenderer must provide details of the arrangements for collection, data security, preparation for re-use, remarketing for re-use and recycling/disposal. This must include, during the contract, valid proof of compliance by the WEEE handling facilities to be used in EU or applicable local alternatives.</p>	<p>Policies should be in place to minimize waste production from product end of life. This is crucial to promoting a circular economy and sustainable use of materials.</p>	
13. Recycling & Preparation for re-use	<p>Tenderers must, in addition to any mandatory take back operations, provide a service for the re-use and recycling of the whole product or of components requiring selective treatment in accordance with Annex VII of the WEEE Directive for EU countries or applicable local regulation for equipment that has reached the end of its service life. The service must comprise the following activities:</p> <ul style="list-style-type: none">• Collection (take back system);• Confidential handling and secure data erasure (unless carried out in-house);• Functional testing, servicing, repair and upgrading to prepare products for re-use;• The remarketing of products for re-use;• Dismantling for component re-use, recycling and/or disposal. <p>In providing the service, they must report on the proportion of equipment prepared or remarketed for re-use and the proportion of equipment prepared for recycling. Preparation for re-use, recycling and disposal operations must be carried out in full compliance with the requirements in Article 8 and Annexes VII and VIII of the (recast) WEEE Directive 2012/19/EU for EU countries or applicable local legislation and with reference to the list of components for selective treatment.</p>	<p>The tenderer must provide details of the arrangements for collection, data security, preparation for re-use, remarketing for re-use and recycling/disposal. This must include, during the contract, valid proof of compliance by the WEEE handling facilities to be used in EU or applicable local alternatives.</p>	<p>Recycling and re-using products is key to meeting goals for a circular economy.</p>	



HP Planet Partners Return and Recycling Program



Did you know?

- HP provides more environmentally responsible recycling solutions globally than any other IT company - in over 45 countries, regions and territories.
- HP virtually invented electronic recycling back in 1987 and officially launched the HP Planet Partners return and recycling program for HP LaserJet print cartridges in 1991. We added HP inkjet print cartridges to the recycling program in 1997.
- HP has recycled more than 1 billion pounds (453,592 tonnes) of hardware and HP print cartridges globally.
- HP has set an aggressive goal to recycle an accumulative 2 billion pounds by the end of 2010.

HP Planet Partners

HP Planet Partners return and recycling program enables simple, convenient recycling of original HP inkjet and LaserJet supplies, any brand of computer hardware and rechargeable batteries. We ensure that returned products are recycled properly, processing them to recover valuable plastics and metals for new products and diverting millions of tons of waste from landfills.

The recycling process

What happens when you return an HP print cartridge or any brand of computing hardware for recycling? HP uses state-of-the-art recycling facilities to process each return through a multi-phase recycling process. No HP print cartridges returned and recycled through Planet Partners are sent to landfill.

Products are sorted and shredded, then separated into plastics and metals. Residual ink, foam or toner are also separated and disposed of in an environmentally responsible manner. Recovered plastic and metal materials are further processed into their raw forms so they can be used in new HP computers, printers and print cartridges; automotive parts, clothes hangers, microchip processing trays, serving trays, shoe soles, spools and other everyday products.

Award-winning environmental stewardship

Hewlett-Packard has received numerous awards in recognition of its environmental programs and efforts. Recent awards include:

- 2007—The American Forest & Paper Association (AF&PA) has named HP the winner of its 2007 AF&PA Business Leadership Recycling Award. The award recognizes a company that promotes paper recovery and recycling through educational, innovative and cost-effective workplace programs.
- 2006—HP joined the U.S. Environmental Protection Agency's Green Power Partnership at the corporate level and became the 16th largest Fortune 500 company to purchase renewable energy.
- 2006 - HP ranked 15th globally and 1st in its category in Tomorrow's Value, the 2006 Global Reporters Survey of Corporate Sustainability Reporting.
- 2006 - HP ranked 22nd overall in the Accountability Rating, the first global index that evaluates how well the world's 100 largest companies account for their impacts on society and the environment. HP's annual Global Citizenship report is available at www.hp.com/go/report

Computer hardware recycling

With technology developing at lightning-fast speeds, obsolete computing hardware is added to our landfills every second. HP's computer hardware recycling service aims to cut down on computer waste and put those raw materials to good use. This simple and environmentally sound take-back program offers consumers and business customers the ability to return and recycle any brand of computing hardware.

HP inkjet and LaserJet supplies recycling

It's easy and free. When your HP inkjet or LaserJet print cartridge is empty, return it for recycling by using the pre-addressed, postage-paid label or envelope found in many HP LaserJet and inkjet print cartridge boxes. For more information or to order additional postage-paid shipping materials, visit www.hp.com/recycle.

HP designs for the environment

HP provides inventive, high-quality products and services that are environmentally sound—from the very first stages of product design through manufacturing and distribution, customer use and end-of-life.

Use of recycled content



ORIGINAL HP TONER CARTRIDGES



HP uses recycled plastic in the manufacture of Original HP Toner Cartridges

FOR MORE THAN 30 YEARS, WE'VE BEEN MAKING A DIFFERENCE TOGETHER.

Original HP Toner Cartridges have been engineered to incorporate recycled plastic and recovered material and still meet HP's demanding standards for quality and reliability. Recycled plastic from Original HP Toner Cartridges—returned by customers through the HP Planet Partners program—is combined with new plastic to create new Original HP Toner Cartridges.¹

In addition, HP calculates the amount of inherent recycled metal content in Original HP Toner Cartridges to determine the percentage of total recycled content.²

Join HP in the shift toward more sustainable printing by recycling your Original HP Toner Cartridges through the HP Planet Partners program, available in more than 60 countries and territories worldwide.³

This brochure lists the percentage of post-consumer recycled content as well as the percentage of total recycled content of Original HP Toner Cartridges and Samsung toner cartridges, including cartridges sold under contract and managed-as-a-service cartridges.



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BLACK BOX



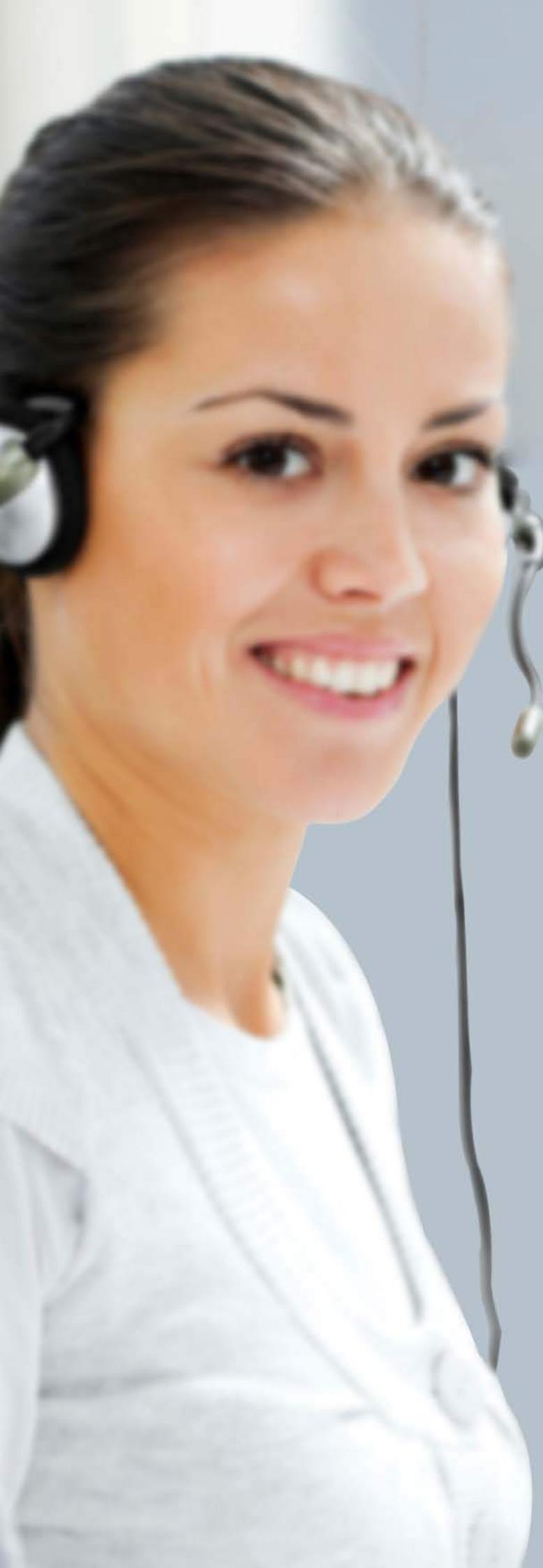
CONTROL PARTNERS



CRESTRON

SAVANT





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