



Estratègia  
d'Alimentació Sostenible  
Barcelona  
2030

# Technical Instruction on Public Food Procurement

*Towards the transformation of food systems*

March 2023

Commissionate of Social and Solidarity Economy,  
Local Development and Food Policy - Barcelona City Council

Division of Urban Food Policies



Ajuntament de  
**Barcelona**

## *Sustainable public procurement at Barcelona City Council*

A sustainable public procurement is a key tool to implement policies of sustainable development including environmental, social and economic policies to promote a green economy.

By adopting the new technical instruction on Public Food Procurement, the Barcelona Council commits to strengthening the inclusion of health, environmental and social criteria as part of the procurement of food services.

# Background

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- 2012 Citizens Commitment to Sustainability 2012-2022
- 2015 First Technical Instruction of Food Services  
Barcelona signs Milan Urban Food Policy Pact
- 2016 First Metropolitan Strategy on Food Policy 2016-2019  
Carta Alimentària de la Regió Metropolitana
- 2017 Mayoral Decree on Sustainable Food Procurement
- 2018 The Climate Plan 2018-2030
- 2019 The Good Food Declaration
- 2020 Strategy on Social and Solidarity Economy for 2030  
Declaration of Climate Emergency  
Government Measure on to Implement the Agenda 2030
- 2021 Barcelona World Capital of Sustainable Food
- 2022 Barcelona Healthy and Sustainable Food Strategy for 2030

# *Sustainable public procurement at Barcelona City Council*

## **Systemic Vision of Food Systems**

Interrelation of all dimension of sustainability: social, ecological, health and justice

## **Objectives**

- Access to healthy diets for all
- A sustainable and fair food production
- An agriculture that combats climate emergency

# Priorities

## Food quality criteria

Health: less sugar and processing

Orgànic products

Increase vegetable protein

Locally produced

Short-circuit foods

Increase seasonally consumption

Fair trade products

Seals of differentiated products

## Environmental criteria

Ecological articles, materials and products (table setting, kitchen and cleaning)

Energy efficiency of the machinery used

Prevention and good waste

management

Prevention of food waste

Reduce the impact of transport and distribution

## Others

Guarantee training of users on the criteria

Promote awareness and information actions for users

## Formulation of criteria

Definition of the object

Consolidate the presence of the quality of the raw material and increase its presence progressively in the PPT (the technical specifications)

Assess the expansion of the qualitative offer (respecting the minimums) through the award criteria

Favor the hiring of ESS, CET, etc. companies. Definició de l'objecte

Consolidar la presència de la qualitat de la matèria prima i augmentar la seva presència progressivament en el PPT

Valorar l'ampliació de l'oferta qualitativa (respectant els mínims) a través dels criteris d'adjudicació

## *Aspects to consider*

Determine the food item	How? Market studies/prior consultations
Local and seasonal and production capacity	Can we guarantee supply? It is feasible?
Kitchen on site	Do we have sufficient staff and training to guarantee the storage, management and cooking of fresh, organic food?
Measurement	Anticipate how the follow-up will be done in the fulfillment of the contract and have resources to do so.

# Execution

## Canteens

- Preparation of menus
- Origin and food quality
- Crockery and cutlery
- Cleaning and waste
- Efficient machinery
- Transport from central kitchen
- Training of staff

## Catering services

- Selection of products
- Origin and food quality
- Crockery and cutlery
- Cleaning and waste
- Transportation

## Dispensing machines

- Origin and food quality
- Packaging, transport and consumer information

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## *An instruction that sets out obligations in the preparation of the tenders*

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Mandatory instructions to be included in the technical specifications

Instructions on assessment criteria

Control measures

## *Types of companies*

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Promotion of the participation of small and medium-sized companies,  
Special Work Centers and Insertion companies.

Establish economic and technical solvency criteria that favor it

# Annex

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- 0 – Menu type
- 1 – Seasonal fruit and vegetable calendar
- 2 – Selection of fresh and seasonal products
- 3 – Selection of organic products
- 4 – Selection of short circuit products
- 5 – Differentiated quality
- 6 – Fleet of vehicles
- 7 – Social and Solidarity Economy Clause
- 8 – Technical Data Sheet
- Glossary

## *Measurement system*

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### **Environmentalization of recruitment – Program “City Council + Sustainable”**

- Require annual information from the areas/districts/municipal institutes about the new contracts
- Ask the promoting unit of the contract for additional information

### **Criteria for food products - Section of Urban Food Policies**

- Require annual information from the areas/districts/municipal institutes about the new contracts
- Ask the promoting unit of the contract for additional information

### **Social clauses - Barcelona Activa advisory service**

**Provision of technical assistance and advice to the units in charge of preparing the tenders**

# 1 . Canteens – Preparation of menus

Criteria	Mandatory compliance	Scoring	Execution
<b>Productes frescos i de temporada</b>	Presentation of two menus: one cold and one hot.		
	Fresh and seasonal fruits and vegetables: 75%	Improve %	Purchase orders Random inspections
<b>Free sugars, processed and ultra-processed foods</b>	<b><u>Services provided 7 days a week:</u></b> They cannot be offered more than 4 times a month A maximum of 2 times a month can be sweetened dairy desserts**	Reduce foods or score these foods with the NutriScore label (level A or B).	Presentation of menus Purchase orders
	<b>Exception:</b> Nursery school canteen, not included		
<b>Plant-based menu offer</b>	<b><u>Services provided 5 days a week, one meal a day:</u></b> Protein of animal origin must be offered in the second course (meat, fish, eggs), for a maximum of four days, on the remaining day, the second course must be based on vegetable protein. Max 1 day red meat Legume 1 or 2 times a week as a 1st course. Offer a daily vegetarian or vegan menu.	Expand the offer	Control the menus

# 1 . Canteens – Origen and quality 1

Criteria	Mandatory compliance	Scoring	Execution
<b>Food from organic farming</b>	Minimum of 7 to 10 foodstuffs from <i>Annex 3</i> .	<p>Expansions in the number of products: Fruits and vegetables Sugar, coffee, chocolate or tea (always fair trade) Basic foods: rice, cereals, legumes, eggs, milk, meats, ... bread, pasta, yogurts or other dairy desserts without sugars.</p>	<p>Delivery notes and control of CCPAE seal and Ecological seal</p>
<b>Short circuit foods and direct sales</b>	Minimum 2 from <i>Annex 4</i> .	<p>Increase products Production within a proximity radius of no more than 200KM</p>	<p>Present the list of products and their producers Deliveries Ecological seal Random inspections and audit</p>

## 1 . Canteens – Origen and quality 2

Criteria	Mandatory compliance	Scoring	Execution
<b>Differentiated quality foods</b> (foods that do not have CCPAE seal)		Fresh fish or sea products with certification of controlled and sustainable origin (ASC-AQUA), (MSC), Friend of the sea, ... Integrated production foods or recognized quality seals according to <i>Annex 5</i>	Deliveries and frequency of these foods on the menus Random inspections and audit
<b>Fair trade foods</b>	Coffee and chocolate	Other foods (tea, sugar, cocoa, ...)	Shipments and frequency Random inspections Audit



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# Thank you!

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