

## Statements for procurement documents

Please consider these examples alongside the [Best Practice Guidance on Develop Documents](#), and other [Tools](#).

### Pre-contract notification

This is an example statement for a Contract Notice or Prior Information Notice, that can be used at an early stage in the procurement process to alert the market that sustainable outcomes, including Fair Work practices will be addressed in the procurement process.

#### VI.3) Additional Information

**[the organisation] is committed to ensuring delivery of high quality services and to achieving best value through the contract by:**

- **securing continuous improvement in the performance and delivery of its function;**
- **maintaining an appropriate balance between quality and whole life cost; and**
- **actively contributing to sustainable development**

**It is expected that the contractor will take a positive approach to Fair Work practices, including for example paying the real Living Wage, and: [insert any specific Fair Work issues / dimensions relevant to the contract].**

### Highlight specific exclusion grounds

Exclusion grounds include breaches of environmental, social and labour laws. It may be relevant to the contract to highlight particular breaches, for example in respect of relevant health and safety, employment and equalities legislation that supplier must take into account when completing their self-declaration in the ESPD.

These example statements can be included in the Contract Notice for suppliers to consider when responding to ESPD question 3.D.3.

#### II.2.14) Additional information

**Economic operators may be excluded from this competition if they are in any of the situations referred to in regulation 58 of the Public Contracts (Scotland) Regulations 2015.**

**This includes an employer's obligations under National Minimum Wage Act 1998 and the Equality Act 2010.**

#### II.2.14) Additional information

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**Please also confirm that you comply with the International Labour Organisation's (ILO) eight Fundamental Conventions, including, in particular, the following conventions:**

- **ILO Convention 87, on Freedom of Association and the Protection of the Right to Organise**
- **ILO Convention 98, on the Right to Organise and Collective Bargaining**
- **ILO Convention 111, on Discrimination (Employment and Occupation)**
- **ILO Convention 100, on Equal Remuneration**