



Commitments to our suppliers

Isdefe is considered to be an Adjudicator in accordance with the provisions of Law 9/2017, of November 8, on public sector contracts, which transposes the directives of the European Parliament and the Council 2014/23/EU and 2014/24/EU into the Spanish legal system, therefore submitting all its contracting processes to the principles of **freedom of access to tenders, publicity, transparency, non-discrimination and equal treatment among bidders, implementing the principle of integrity in all its procedures.**

Outsourcing and suppliers

The general principles of public contracting are included in the specifications of each of the procedures that are published in the profile of the Isdefe contractor, hosted on the **Public Sector Procurement Platform (<https://contrataciondelestado.es>)**, where all the information regarding the contracting of suppliers by Isdefe is published.

Isdefe requires the economic operators with whom it is going to contract the same capacity and solvency requirements that the Administration requires and the accreditation of not incurring a cause of prohibition and incompatibilities in the terms established in Law 9/2017.

With the entry into force of Law 9/2017, Isdefe has reinforced its commitments in social and environmental matters, establishing the following measures in a transversal way for all its procedures:

- Extension and compliance of its environmental policy to suppliers by including an environmental clause in all its specifications. <https://www.isdefe.es/gesti-n-medioambiental>.
- Obligation for all its suppliers to respect the current regulations on labor, social security, social integration of persons with disabilities, and prevention of occupational risks, as well as respect for the Collective Agreements of application, through the inclusion in all their specifications of a clause of labor and social obligations.
- Cause of resolution in all its specifications, associated with the breach of the obligations in environmental, social, or labor matters.
- Tie-breaking clause that benefits companies that have the highest percentage of permanent workers with disabilities in their workforce, with a lower percentage of temporary contracts in their workforce, or with a higher percentage of women employed in their workforce in the case of offers which obtained the same score.

Depending on the contract, we establish criteria for **reducing the level of greenhouse gas emissions; the use of energy saving and efficiency measures and the use of energy from renewable sources during the execution of the contract.**



3. COMMITMENTS TO STAKEHOLDERS

For the electrical energy contracts that we have put out to tender, the bidders who offer energy from renewable sources or from high-efficiency cogeneration sources have been rated with the highest score.

Relations with suppliers and subcontractors

Isdefe ensures that the design of the award criteria makes it possible to obtain high-quality works, supplies and services, by including qualitative, environmental, social and innovative aspects linked to the object of the contract. The most significant being the following:

- The expense automation service has been hired to optimise their management automatically and reduce paper consumption.
- The food voucher contract has been modified to replace the paper vouchers with an electronic card for the payment of the service by the employees.
- Environmental requirements have been established in the tendering of computer equipment, specifically: low halogen content and the requirement to provide the device's carbon footprint.
- The lowest CO₂ emission from vehicles has been established as an evaluation criterion in the safety tender at the Cebreros and Robledo stations, valuing the blue DGT label “zero emissions” with the highest number of points for the vehicles used in the service.
- Social measures for the personnel who will perform the service have been established as an evaluation criterion in the security tender in BdB3, such as: proven salary equality between men and women of the same category and functions, female recruitment, measures for family and work conciliation of staff, and improvement of working conditions and salaries of staff.
- Different environmental and social criteria such as measuring the carbon footprint, the lowest CO₂ emissions, a commitment to assign the same workers for the entire duration of the contract except for just cause, and compliance with the STAGE V emission regulations for machinery used in earthmoving have been established in work tenders within the Deep Space Control Centre of Robledo de Chavela.
- The paper circulation of the company's annual report has been reduced, promoting the digital format and dynamic consultation through the link on the Isdefe website.

Finally, it should be noted that during 2020 the electronic contracting of all open procedures in Isdefe has become widespread, including the electronic processing of all minutes and contracts and receipt of offers via the Public Sector Procurement Platform (PLCSP). This has meant the elimination of the use of paper by 100% both for Isdefe and for the bidders, resulting in considerable savings in toner, electricity, paper, USB storage devices, CDs, and DVDs, among others, which involved the physical reception of offers and internal processing thereof.



Supervision and audits, and their results

Isdefe is subject to the controls that the Administration itself wishes to exercise over it, through its control bodies. In this sense, Isdefe complies with all the principles of transparency and diligently complies with the obligation to Submit all its contracts to the Court of Auditors.

In this sense, third-party contracting with Isdefe is generally regulated in the Orders received and in any case the partial benefits that Isdefe may contract with third parties will not exceed 50% of the amount of the Order.

It should be noted that Isdefe was valued with 77.6 points in the Contracting Area in the International Transparency Index of public companies in 2018, resulting in the second best valued entity in this field. During 2020, the good practices that led to this result have been continued and reinforced.



Isdefe has implemented a system of supervision and internal control of the work carried out by its suppliers, by assessing the quality of the services, supplies, and works executed in the year. This control is part of the quality indicators, with the satisfaction index in 2020 being 99.3%, exceeding the established target of 95%.

Isdefe's policy is that all personnel acting within the framework of its hiring procedures are obliged to take appropriate measures to fight against fraud, favoritism, and corruption, in addition to preventing, detecting, and effectively solving the conflicts of interest that may arise in tender procedures in order to avoid any distortion of competition and guarantee transparency in the procedure and equal treatment of all candidates and bidders.



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In particular, Isdefe points out to its staff that the concept of conflict of interest will cover, at least, any situation in which the staff at the service of the Contracting Authority who also participate in the development of the tender procedure or who may influence its result, directly or indirectly have a financial, economic, or personal interest that could appear to compromise their impartiality and independence in the context of the tender procedure.

Any person participating in the Contracting Process who identifies any fact in any of the bidding companies, which may be affected by the Code of Ethics or be capable of being classified as one of the practices listed above, must state so in a letter addressed to the Area of Recruitment.

The contractual obligation to know and respect Isdefe's code of ethics during all phases of the procedure is included in all the specifications.

Isdefe makes communication channels available to entities interested in contracting procedures where interested parties can direct any questions or communication, through the public sector contracting platform and by direct email (unidadcontratacion@isdefe.es).



During this fiscal year, 100% of the doubts raised through the Public Sector Procurement Platform were answered by Isdefe's Contracting Department.

Isdefe, being a state-owned public company and being considered an in-house technical service provider, is subject in all its contracting to the controls that the Administration exercises over its own units through its control bodies (IGAE and Court of Auditors).

Among them, there is the obligation to send all their contracts and the Annual Accounts to the Court of Auditors, and the publication of all the awards in the Transparency Portal.