



Procurement Policy

Lelystad Airport

General

N.V. Luchthaven Lelystad (Lelystad Airport) places great importance on being a reliable business partner. It aims to maintain a professional and business relationship with its suppliers and has therefore developed the following policy for the procurement of services, supplies and activities.

Lelystad Airport prioritises consideration for people, the environment and the surrounding area. Lelystad Airport requests suppliers to pay maximum attention to its Corporate Responsibility objectives.

Lelystad Airport stipulates as a prerequisite that suppliers should minimise any disruption to operational processes at the airport. In addition, suppliers must, in the performance of their work or services, respect the activities and interests of all businesses located at the airport.

Legal Principles

Lelystad Airport is a 'special sector company' as defined in the Procurement Act (Aanbestedingswet). For contracts below the procurement threshold for 'special sector' companies, Lelystad Airport follows the Procurement Regulations Utilities Sectors 2016 (ARN 2016), Part III Negotiated Procedures, as well as its own set of General Procurement Terms (AIV NVLL).

For contracts above the procurement threshold, the Corporate Procurement Policy and General Purchase Conditions of Schiphol Group are applicable. Unless explicitly agreed otherwise, the Supplier Code of Schiphol Group is applicable.

Complaints and/or objections regarding any inaccuracies and irregularities in a Lelystad Airport tendering procedure may be reported to the Complaints Desk of Schiphol Group via tender_klacht@schiphol.nl.

Idealistic and Economic Principles

Lelystad Airport aims to involve regional businesses as much as possible in its procurement of services, supplies and activities. It also strives to include individuals with limited access to the labour market whenever possible.

Lelystad Airport makes extensive use of functional specification to optimally utilise market expertise and provide companies with maximum flexibility to submit the most suitable tender. Potential and other suppliers are encouraged to propose sustainable and innovative solutions. Lelystad Airport's procurement decisions are not solely based on price but on the overall balance between quality, people, environmental impact and cost.

Lelystad Airport prefers to engage with financially sound companies that are dependent to a limited extent on their turnover from Lelystad Airport for ensuring their business continuity.

Transactions undertaken by Lelystad Airport are conducted in euros. Where this is not possible, transactions may potentially be concluded in US dollars.

All purchases are confirmed with a formal purchase order. Certain key personnel of Lelystad Airport are authorised to approve orders up to €5,000. Orders exceeding €5,000 require consultation with and approval from the Procurement & Contract Management department of Lelystad Airport.

Sponsorship by or of business partners or suppliers is in principle not permitted.

For more information:

Lelystad Airport
J. Plantinga, Procurement & Contract Manager
+31 (0)88-6009770