

BASIS Procurement Policy Guideline

Purpose of procurement standards

The purpose of these standards is to establish procedures for the Corporation for the procurement of supplies and other expendable property, equipment, real property and other services.

- **Management & Protection of Information**

BASIS properly manages and protects confidential and personal information obtained through its procurement activities.

- **Compliance with Laws & Regulations**

BASIS conducts procurement activities in compliance with all relevant laws, regulations,* in letter and spirit, and appropriate social customs.

**The relevant laws is included Intellectual Property Rights, laws and regulations, and ethical standards, relating to labor and human rights etc.*

- **Exclusion of the antisocial power**

BASIS never trade with antisocial power that gives serious threat to order and security of society.

- **Safety as Our Top Priority**

BASIS, putting its top priority on safety, will conduct procurement activities in compliance with laws and regulations regarding safety, and certainly take measures to ensure safety and sanitation.

- **Consideration for Environment**

BASIS continues to procure materials and equipment with less environmental load (Green Procurement), and endeavor to establish the recycling-based Society, to reduce environmental load in collaboration with our suppliers.

- **Open Procurement**

BASIS conducts global and market-driven procurement of competitive products and/or services from domestic and overseas suppliers.

- **Equitable and Fair Business Activities**

BASIS evaluates and selects suppliers comprehensively based on safety, environment, price, quality, technology, delivery conditions, after-sale service and correspondence with existing equipment, production capacity/capabilities and financial status without any discrimination.

- **Compliance with Contracts and Good Faith Fulfillment of Contracts**

BASIS observes and fulfills contracts in good faith.

- **Establishment of Partnership**

BASIS establishes credible partnership with all suppliers and intends to develop mutual business activities through our procurement activities.



Hashim Ahmed
Secretary, BASIS