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**Facility management - Guidance on strategic sourcing and the
development of agreements**

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Foreword

This standard was drafted in accordance with the rules given in GB/T 1.1-2009.

The use of the translation method in this standard is equivalent to the adoption of ISO 41012.2017 "Guidelines for Facility Management Strategy Purchasing and Agreement Formulation".

The Chinese documents that have a consistent correspondence relationship with the normatively cited international documents in this standard are as follows.

---GB/T 36688-2018 Facility Management Terminology (ISO 41011.2017, IDT)

This standard has made the following editorial changes.

--- In "References", domestic documents were used to replace some of the corresponding international documents in the original text and the order was adjusted;

---Delete the address information used by ISO and IEC to maintain standardized technical databases.

This standard was proposed and managed by the National Facilities Management Standardization Technical Committee (SAC/TC581).

Drafting organizations of this standard. Shanghai Fei Zhe Facility Management Consulting Co., Ltd., Shenzhen Facility Home Technology Co., Ltd., China Machinery Productivity Promotion

Advance Center, Microsoft (China) Co., Ltd., BMW Brilliance Automotive Co., Ltd., Beijing Bolv Xinyuan Construction Technology Co., Ltd.

Introduction

The series of national standards for facility management describe the characteristics of facility management and can be applied to both private and public institutions.

Note. In English, the terms "facilitymanagement" and "facilitiesmanagement" can be used interchangeably.

In the process of preparing this series of standards, through international cooperation, it has been identified that it can span various market fields, organization types, and process activities.

The implementation of these standards will help.

- Improve quality, productivity and financial performance;
- Enhance sustainability and reduce the negative impact on the environment;
- Develop a functional and stimulating work environment;
- Maintain compliance and provide a safe workplace;
- Optimize life cycle performance and cost;
- Improve adaptability and relevance;
- More successfully display the organization logo and organization image.

Facility management (FM) and related goods or services support the realization of core organization activities and goals. The purpose of this standard is to allow the group

The organization can identify and select the most suitable alternatives in FM design, sourcing and delivery. This standard provides steps for the entire strategic sourcing process

And how to prepare and implement appropriate internal or external facility service agreements.

This standard also provides guidance for the following matters.

- Type of agreement;
- The formulation, structure and content of the agreement;
- Clarification of the definition (where appropriate).

This standard promotes a methodology from the strategic level to the operational level, with examples and checklists. The purpose of this sourcing method

It is for FM professionals, as well as purchasing, finance and senior management teams to make significant contributions to value added and operating cost optimization.

Appendix A and Appendix B give examples of some typical service requirements and business cases. Appendix C and Appendix D provide general terms

A structured checklist of provisions, special terms, and typical agreements. Based on a common platform, while taking into account the origin, purpose

For facility management agreements that are different from national laws and regulations, these appendices are more convenient for parties to choose during the agreement formulation process.