

Call for candidates contractors to collect and to transport bulk WEEE (waste electrical and electronic equipment) as from 1 July 2018.

Recupel vzw/asbl organises and coordinates the implementation of the WEEE take-back obligation in Belgium since 1 July 2001. One of its missions is the collection and transportation of bulk WEEE in an environmentally friendly and cost-effective way.

Recupel calls for candidates who, on a contractual basis, can perform these services of bulk WEEE transport as from July 1, 2018. Applications must be in the possession of Recupel at the latest on 12 January 2018 at 5 pm. They are submitted either by registered letter under closed envelope (the sealed envelope is put in a double envelope), or delivered to Recupel, under closed and sealed envelope and against receipt.

The application is submitted in the following form : (1) a letter that states the identity of the candidate and the services included in the application, signed by the competent person(s), together with (2) a USB-stick holding dated and signed pdf-documents (see under point 5 of the attachment here after).

Procedure:

Recupel will assess the timely submitted applications and select candidates by 18 January 2018. Tender specifications will be sent to the selected candidates as from 19 January 2018. They must submit their offer by 19 February 2018 at the latest.

Further to assessment of the offers and approval by the competent authorities, Recupel will enter into an agreement with the selected contractors by 30 June 2018 at the latest. Such contract will in principle enter into force on 1 July 2018. Only in case of unforeseeable circumstances, this schedule can be deviated from.

The contract to be entered into shall have a definite duration and will terminate as a matter of right on 30 June 2021.

Recupel is not a public authority and public procurement legislation is therefore not applicable.

The application can be drafted in Dutch, French or English. It shall include the necessary administrative information on the candidate (company name and commercial name, legal form, nationality, registered seat, company number).

Additional information concerning the assignment is available in the attachment.

Description of the assignment:

The assignment consists in collecting and transporting of homogeneous bulk WEEE fractions. The candidate specifies in its application which service(s) it involves (see the attachment to this call for further details):

- bulk transport of **containers (fractions BW/CF)**, and/or
- bulk transport of **trailers with met box pallets (fractions TVM/OTH)**, and/or
- bulk transport of **trailers with lamps (LMP)**.

Bulk transport includes more in particular:

- the collection ; to collect full loads at collection points, including the delivery of empty receptacles and the confirmation of collections carried out;
- the transport: to transport loads to the site of the processor indicated by Recupel;

- the delivery: to deliver loads to the processor indicated by Recupel, including the collection of empty receptacles and the confirmation of deliveries carried out;
- the management of receptacles.

The aforementioned confirmations are performed through the logistic application of Recupel at the latest the first working day following the actual performance of the collection. Recupel makes available a website which is easily accessible by pda/mobile-appliance.

The candidate provides the services across the entire Belgian territory (service area = Belgium).

The candidate can appeal to subcontractors for the implementation of the contract but it remains solely liable vis-à-vis Recupel. Third parties called upon by the contractor must comply with all conditions the candidate must itself comply with. All documents and declarations to be attached to the application of the contractor are also required concerning these third parties.

The contract will provide for obligations relating, among other, to registration, monitoring, reporting, control, communication of information etc. These obligations are stipulated in the tender specifications.

For information purposes only and without any commitment, the volume collected on behalf of Recupel during the period September 2016 to August 2017, is as follows; Recupel does not guarantee that these quantities will actually be reached in the upcoming contract period :

Cooling & freezing appliances (CF)	18,776 tons or 410,764 devices
Big white goods (BW)	25,700 tons or 493,566 devices
CRT containing devices (TVM)	13,817 tons or 650,212 devices
Other small WEEE (OTH)	41,832 tons
Lamps (LMP)	1.419 tons

Candidates shall demonstrate that they have all legally required permits and authorizations to perform the assignment.

Annex to the Call for candidates of 6 December 2017 concerning bulk transport of WEEE

Preliminary comment: In case of discrepancies between this publication and the tender specifications, the latter will prevail. This attachment is not exhaustive and does not replace the tender specifications.

1 Bulk transport of WEEE in containers

Containers are closed 38 m³ containers. They are the property of Recupel.

The assignment consists of collecting full loads of WEEE at transfer stations or bulk collection points and transporting them to the processing companies. Full loads is understood as follows: one or two full containers of the CF fraction or of the BW fraction (or CF and BW exceptionally mixed ; or exceptionally TVM). The bulk collection points are located throughout Belgium. The transport of containers must be carried out in such a way that no dangerous substances are released. The transporter, in collaboration with Recupel, provides the appropriate registration and administration. The transport must be carried out within two working days as from the confirmation of the transport request by Recupel. The bulk transporter is also responsible for the transport of empty, defect and damaged receptacles between the transfer station and the processor. The transporter is also required to provide transparent reporting regarding the implementation of the contract and the irregularities encountered.

Candidates shall demonstrate that they have or will have the necessary transport capacity. Candidates shall demonstrate that they have obtained all legally required permits, authorisations and acknowledgements to perform this assignment.

2 Bulk transport trailers (OTH/TVM in box pallets and/or LMP in bulk)

The assignment consists in:

a) as regards OTH and TVM:

- to collect full loads of WEEE at the transfer stations or bulk collection points and to transport these to the processing companies. Full loads is understood as : 24 box pallets filled with the same fraction (either TVM, or OTH).

b) as regards LMP:

- either (collection of small quantities LMP) a trailer on which at least 33 euro pallets with LMP-cardboard boxes are loaded (four LMP-cardboard boxes per euro pallet, or eight of the small type of LMP-cardboard box),
- either a trailer on which 63 filled LMP-receptacles LBTL (each time three high) are loaded,
- or a trailer on which 99 filled LMP-receptacles LBNT (each time three high) are loaded.

The bulk collection points are located throughout Belgium. The bulk transport will be performed in such a way that no dangerous substances are released, and that CRTs/flat screens, LMP and cooling circuits are not damaged. The transporter, in collaboration with Recupel, provides the appropriate registration and administration. The transport must be carried out within two days as from the confirmation of the transport request by Recupel. The bulk transporter is also responsible for the transportation of empty, defect and damaged receptacles between the finely meshed collector and the processor. The transporter provides transparent reporting regarding the implementation of the contract and the irregularities encountered.

Candidates shall demonstrate that they have the necessary transport capacity. Candidates shall demonstrate that they have obtained all the legally required permits to perform this assignment.

As to bulk **in box pallets** (TVM/OTH):

A **type A processor** shall have among other a delivery buffer (a location where trailers can be put pending the actual unloading). This infrastructure shall have an efficient delivery of WEEE as a result. The delivery buffer is used for trailers. In case of delivery to a type A processor, the latter points out whether the bulk transporter puts the trailer at the quay or whether he puts it on the delivery buffer. In the latter case, the processor guarantees that the bulk transporter can pick up another trailer loaded with empty box pallets. The processor unloads the delivered trailer within 24h (taking into account the working days). Exchange trailers are delivered by the bulk transporter.

A **type B processor** is not obliged to have a delivery buffer. In case of delivery to a type B processor, the trailer delivered by the bulk transporter is immediately unloaded by the processor and the latter normally loads the same number of box pallets on this trailer. The destination of these box pallets is determined by a following transport order by Recupel.

3 Technical conditions

The technical normative document Cenelec European Standard EN 50625 – Collection, Logistics and Treatment for WEEE applies to the services described in the specifications, and shall be complied with by the operator. The part of the standard applicable to the services at hand is the following : TS 50625-4 - Part 4 : Collection & logistics associated with WEEE.

All legal and regulatory conditions as well as those set forth by the applicable permits must be complied with.

Storage sites for WEEE before processing:

- impermeable surface with provision for collecting leaking oil and if necessary settling tanks, oil separators and waste separators.
- weather-resistant cover.

4 Destination processing companies

The destinations (processing companies) will not be known before 30 June 2018. These destinations may change during the contract time period. In 2017 they are located in West Flanders (BW, TVM and OTH), Hainaut (BW, CF and OTH), Antwerp (BW and TVM), Liège (CF and OTH), East Flanders (OTH and LMP), Limburg (CF), Luxemburg (BW and OTH) and the Brussels Capital Region (OTH).

5 Documents and statements to be provided by the candidates

The documents listed here under must be attached to the application. The numbering stipulated must be strictly complied with. Failing that, Recupel is entitled to consider the application as irregular and not to accept it.

These documents are part of the pdf-documents on the aforementioned USB-stick. The digital files are named as follows:

[*name candidate*]XX.pdf – whereby XX represents the number indicated below (e.g. Name01.pdf)

1. the annual accounts of the candidate for the last two accounting years.

2. a statement by the candidate that it is not in a state of bankruptcy, liquidation or composition and that it has not filed a bankruptcy declaration, and that it is not subject to a procedure provide by the Companies Continuity Act.
3. a document that proves that the candidate is sufficiently insured against the risks associated with the activities the candidate applies for, including a fire insurance for the damages, destruction or loss to/of the receptacles made available by Recupel.
4. a document that proves that the candidate has fulfilled its payment obligations to the social security.
5. a copy of the legally required permits, authorizations, acknowledgments, etc. to perform the assignments applied for, or evidence that they have been requested for
6. a statement of the candidate that it is accepts an audit of maximum 1 day to be performed at its own expense by independent experts. The purpose of this audit will be to inform Recupel of the technical and/or financial/economical capacity of the candidate. If the candidate wants to appeal to subcontractors, it must demonstrate that these also accepts such audit.
7. a description of the nature and the scope of the relevant activities/references of the candidate during the past three years and a report on the operational means available now and in the future to the candidate for the execution of the assignment.
8. a description of the activities for which the candidate submits an application (bulk transport containers and/or bulk transport trailers with box pallets and/or bulk transport trailers with LPM).