

Call for candidates contractors to collect on a finely meshed base and to transfer waste lamps and autonomous electrical and electronic smoke detectors, as from 1 July 2018.

Since 1 July 2001 Recupel vzw/asbl organizes and coordinates the implementation of the WEEE take-back obligation in Belgium. One of its missions is the finely meshed collection of WEEE from collection points in an environmentally friendly and cost-effective way. This call is related to the finely meshed collection of waste lamps and electrical and electronic smoke detectors and the sorting into homogeneous fractions in view of its bulk transport to the processing companies.

Recupel calls for candidates who, on a contractual basis, can perform these services as from 1 July 2018. Applications must be in the possession of Recupel at the latest on 12 January 2018 before 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, 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. These selected candidates will be sent tender specifications 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 candidate must be candidate to perform both parts of the assignment (both lamps and smoke detectors). The service area is the whole of the Belgian territory. No exclusive rights are granted to the contractor.

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

The candidate can appeal to subcontractors but remains the sole party responsible vis-à-vis Recupel. Possible subcontractors must comply with all conditions the candidate itself must comply with. All documents and declarations to be attached to the application of the contractor are also required concerning these subcontractors.

Recupel is not a public authority and the public procurement legislation is 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:

1) Finely meshed collection of waste lamps (LMP)

The assignment of the finely meshed collector consists in collecting **lamps (LMP)** from collection points that have registered with Recupel to this effect, transporting them to its finely meshed transfer station (FTS) and preparing them for bulk transport by a bulk transporter.

It includes the following two components:

- a) Finely meshed collection of small quantities of LMP in cardboard boxes (two types of “LMP boxes”; see definition in the schedule here after) across the entire Belgian territory;

The contractor undertakes to provide the following services:

- Storage of empty LMP boxes;
- Delivery of empty LMP boxes at collection points;
- Collection of full LMP boxes from collection points (whether combined or not with the delivery of empty LMP boxes);
- Placing LMP boxes on europallets (4 LMP boxes per pallet, or 8 of the small type of LMP box);
- Loading of europallets with LMP boxes on the bulk transporter’s transport mean (trailer) (at least 33 europallets per trailer);
- Confirmation of deliveries and collections to Recupel;
- Reporting.

LMP boxes are made available by Recupel.

and

- b) Finely meshed collection of a larger volume of LMP in LMP receptacles supplied by Recupel (“LMP receptacles”) across the entire Belgian territory.

The contractor undertakes to provide the following services:

- Provide collection points with LMP receptacles (type LBTL and/or LBNT ; see definition in the schedule here after);
- For each collection point, at least once a year, exchange a full receptacle with an empty LMP receptacle;
- Collection of full LMP receptacles at collection points;
- Loading of full LMP receptacles on the bulk transporter’s trailers;
- Confirmation of deliveries and collections of LMP receptacles to Recupel;
- Reporting.

Collection must be carried out within 3 working days as from the confirmation of the transport order.

For information : a collection point that requests more than three LMP-box collections per year, has to switch to the collection in LMP receptacles. This number (3) is subject to change in the future.

2) Finely meshed collection of waste smoke detectors (SD)

The assignment of the finely meshed collector consists in collecting **smoke detectors (SD)**, transport them to its FTS, temporarily storing them and transporting them to the processor identified by Recupel.

Collection points are public waste centres, contractors and processors accepted by Recupel. It involves small quantities per collection point and per collection. The finely meshed collector never transports more than 1,000 smoke detectors at the same time and never stores more than 1,000 smoke detectors together.

The collection consists in removing a plastic bag filled with smoke detectors at the collection point from the collection receptacle and putting an empty plastic bag in the receptacle. This bag is made available by Recupel.

Collection must be carried out within 3 working days as from the confirmation of the collection order.

The services (under 1 and 2) are performed across the entire Belgian territory.

No exclusive rights are granted to the candidate.

The candidates must demonstrate that they have all legally required permits, authorisations and acknowledgments to perform this assignment.

3) Storage and transport to processors

Brussels, 6 December 2017

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Chairman
Recupel vzw

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General Manager
Recupel vzw

Attachment to the call for candidates of 6 December 2017 concerning
the finely meshed collection and transfer of waste lamps
and waste autonomous electrical and electronic smoke detectors.

Preliminary comments: In case of contradiction between this publication and the tender specifications, the latter shall prevail. This attachment is not exhaustive and does not replace the tender specifications.

1 Definitions

WEEE: Waste Electrical and Electronic Equipment, the electrical and electronic equipment to be accepted pursuant to the take-back obligation from consumers/end users. **In the tender specifications, “WEEE” are to be understood as lamps (LMP) and autonomous electrical and electronic smoke detectors (SD), with the exception of other WEEE.**

Finely meshed Transfer Station (FTS):

Centralised station operated by the finely meshed collector to which finely meshed LMP/SD are transported on Recupel’s instructions and temporarily stored, and from where the LMP/SD is transported in bulk to processing companies.

LMP: lamps, the Recupel equipment referred to in the category 05.01 (gas discharge lamps) and 05.03 (LED lamps) of the Recupel equipment list

LMP box: a basic model cardboard box measuring 40x60x120/180 cm, with four compartments, completely sealable and adjustable in length to 180 cm, only for straight TL lamps, suitable to accommodate up to 220 straight TL lamps (in principle approx. 44 kg as upper limit), which is made available by Recupel free of charge. Besides this basic model there also is a smaller type of cardboard box, with approximately dimensions of 40x60x50 cm, without compartments, only to be used for LMP other than straight TL lamps.

LMP receptacle:

a receptacle in plastic available in two types : (a) LMP-box LBTL for straight TL lampen >60 cm (dimensions Le195xLa80xH74) and (b) LMP-box LBNT for small lamps and TL lamps <60 cm (dimensions Le120xLa80xH74). LMP-receptacles are the property of Recupel and are made available by the finely meshed collector of LMP to the collection points. An exception is made for Xenon lamps for cinema use ; these are not collected and transported to the processor in a LMP-receptacle, but in a metal drum.

Regional Transfer Station (RTS):

Centralised station where WEEE collected at collection points is gathered, temporarily stored, and is sorted into fractions, and from where the WEEE is transported in bulk to processing companies. It usually is the operation of an Inter-municipal association.

SD: Electrical and electronic smoke detectors referred to in the Recupel equipment list under 09.04 (Autonomous optical smoke/heat detectors) and 09.05 (Autonomous ionic smoke/heat detectors). This involves domestic appliances.

SD Collection receptacle:

A receptacle made available by Recupel, in which smoke detectors are put at the collection point, i.e. a black metal 120-litre tank, with a seal and a transparent plastic bag inside. The collection

receptacle bears the marking "smoke detectors". It remains at the collection point. It never holds more than 1,000 smoke detectors. The collection receptacle satisfies the conditions imposed by the FANC nuclear agency.

SD Transport receptacle:

Metal and sealable receptacle owned by and delivered by the finely meshed collector, in which the collected plastic bags with smoke detectors are put, are transported to the FTS, temporarily stored and transported to the processor. The transport receptacle bears the marking "smoke detectors". It never contains more than 1,000 smoke detectors (for information: 1,000 units represent the equivalent of a 800-litre tank). The transport receptacle satisfies the conditions imposed by the FANC nuclear agency.

Full load: LMP: a trailer on which receptacles (either LMP cardboard boxes or LMP receptacles) are loaded, which are at least for 80% filled with LMP. The trailer must be equipped with the legally required/regulatory cover. The average weight of a LMP bulk transport is 5.204 kg (LMP-receptacles LBTL) or 5.596 kg (LMP-receptacles LBNT). Transport in bulk of LMP-cardboard boxes/LMP-receptacles is subject to the nature of the receptacles used :

- (i) 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),
- (ii) either a trailer on which 63 filled LMP-receptacles LBTL (each time three high) are loaded,
- (iii) or a trailer on which 99 filled LMP-receptacles LBNT (each time three high) are loaded.

SD: The SD transport receptacle (see above) with a maximum content of 1,000 units SD (1,000 units represent the equivalent of a 800-litre tank).

2 Handling of WEEE

In general, the collection, transfer and the transport must be carried out in such a way, that no dangerous substances are released and that no lamps are broken. All WEEE is to be kept dry (weather- resistant covering). Smoke detectors shall not be removed from the plastic bag.

3 Technical prescriptions

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.

Locations for storage of WEEE:

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

4 Estimated quantities

For information purpose only, the quantities of LMP/SD collected by Recupel in the period from September 2016 to August 2017 are indicated here under. Recupel does not guarantee that these volumes will actually be reached in the upcoming contract period.

Lamps (LMP)	1,419 tons
Smoke detectors (SD)	10.199 kg

5 Documents to be submitted 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 of 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 any procedure provided 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 covering the damage/loss/destruction to/of the receptacles put at disposal by Recupel.
4. A document that proves that the candidate has fulfilled its payment obligations to the Belgian social security.
5. A copy of the legally required permits, authorisations, acknowledgments etc. to perform this assignment or evidence that these have been requested for.
6. A statement of the candidate that it accepts an audit of its technical and/or financial/economical capacity of at most 1 day, at his expense, to be performed by independent experts. 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 and summary of the equipment/the infrastructure/the means of transport and the sites the candidate will to use to perform the assignment.
9. In particular as regards smoke detectors:
 - a) Description of transport receptacle and means of transport for collection and transport from collection point to transfer station

- b) Description of transport receptacle and means of transport for collection and transport from FTS to processor
- c) List of all locations where smoke detectors are stored and information regarding the FTS.