

## Call for candidates contractors to depollute and to process 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 depollution and the processing (including recycling, valorisation and removal) of WEEE in an environmentally friendly and cost-effective way.

Recupel calls for candidates who, on a contractual basis, can depollute and process WEEE (with the exception of smoke detectors) collected by Recupel, and this 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, on the aforementioned filing date and before 5 pm.

The application is submitted in the following form : (1) a letter that states the identity of the candidate and the fraction(s) the application is related to, 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 the 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 procedure tends to the conclusion of new contracts, and this for a definite period :

- of three years (until 30 June 2021) as regards the BW, TVM, OTH and LMP fractions;
- of three years (until 30 June 2021) or six years (until 30 June 2024) as regards the CF fraction.

As regards the CF fraction, the selected candidate shall give a price offer for each of both possible contract time periods. After assessment of the offers, Recupel will determine which contract time period is applicable. For all contractors of the CF fraction the contract time period will be the same.

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

The candidate shall mention which fraction(s) is/are included in its offer.

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).

### **Description of the assignment:**

The task consists in depolluting and processing homogeneous WEEE fractions. The services are divided in five separate assignments, one for each fraction: CF, BW, TVM, OTH and LMP. Each assignment is itself divided in a main part and the balance part. The contract concerning the main part is entered into with the candidate who submitted the most interesting regular offer. The contract(s) concerning the balance is/are entered into with one or more other candidates who submitted a regular offer, and this in accordance with the ranking of the offers and at the same conditions as the main part. The candidate is authorised to limit its application to one or more fractions.

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, mass balances, weighing, recycling results, depollution etc. These obligations are stipulated in the tender specifications.

Processing relates to the following WEEE fractions (volumes processed on behalf of Recupel during the period September 2016 to August 2017, mentioned for information purposes only and without any commitment ; 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 units
Big White goods (BW)	25,700 tons or 493,566 units
CRT containing devices (TVM)	13,817 tons or 650,212 units
Other small WEEE (OTH)	41,832 tons
Lamps (LMP)	1.419 tons

Candidates shall demonstrate that in case of emergency, they can guarantee the use of an alternative processing site that satisfies the same qualitative requirements in a way that continuity is ensured. Candidates shall demonstrate that they have obtained all legally required permits, authorisations and acknowledgments to perform this assignment.

Minimum processing requirements and specific depollution conditions will be applicable.

Additional information concerning the assignment is available in the attachment.

## Annex to the Call for candidates of 6 December 2017 concerning depollution and processing 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 Depollution and disassembly

**Depollution** consists in **removing environmentally hazardous mixtures/components/materials from the supplied WEEE**, and mainly in the prior segregation of hazardous components, after which they are processed. This is done in the two following separate steps.

Depollution (as pre-treatment before the actual processing) can for certain fractions include a **dismantling**, this is a manual separation in material flows that can be processed. Dismantling is mostly necessary because the collected appliances are built with various parts that usually have a specific composition. Preliminary separation simplifies further processing and typically leads to improved recycling results. If the processor has an operational technology that allows separating specific components mechanically or in another non-manual way, such option can be proposed as a process step. Dismantling shall also take place in an environmentally responsible manner.

The appliances are stripped of the various harmful mixtures/parts/substances, more in particular those containing hazardous substances or components. This is carried out in the following **two steps**, which shall be clearly **separated** in the process of depollution. A depollution activity of which the output is directly connected to the input of the further mechanic processing, is not accepted.

#### **Step 1:**

First step in the processing process: All liquids and the following substances, preparations, mixtures and components shall be **selectively dismantled and collected for recycling and removal, in the separate simple flows determined below**. When assessing whether a component belongs, or not, to one of the flows mentioned below, the principle of precaution shall be complied with: in the event of uncertainty, the component is to be considered as hazardous (maximum care and minimal burden for the environment).

Step 1 is a **manual process** and therefore actions as breaking in advance or pre-shredding are not allowed.

1. PCB/PCT containing condensers;
2. Other PCB/PCT containing components;
3. LCD lamps ("back lights") (with a size of more than 100 cm<sup>2</sup>) containing mercury. Subject to prior approval of the competent regional authority, this disassembly can be carried out under Step 2 below. If the manual removal of these mercury-containing lamps is impossible, the entire screen must be removed and discarded as hazardous waste.
4. Other components containing mercury, such as switches, contact thermometers and relays;
5. All batteries, with the exception of batteries that are permanently connected with equipment
6. All toner cartridges and ink-containing receptacles (whether or not empty, dry pasty or liquid ink) and ink ribbons;
7. Asbestos-containing components;

8. Gas discharge lamps;
9. Components containing flame resistant ceramic fibers;
10. All appliances containing radioactive materials;
11. High value circuit boards
  - a. High value circuit boards if the size of the circuit board is bigger than 10 cm<sup>2</sup> ;
  - b. Appliances containing high value circuit boards : mobile phones, smartphones, pda-appliances, memory cards, etc (not exhaustive, only by way of example).

**Step 2:**

The following substances, preparations and components must be selectively dismantled in the following processing steps and collected for recycling or removal as an identifiable flow or an identifiable part of a flow:

1. Other batteries than those mentioned under step 1;
2. All other printed circuit boards, meaning other than high value circuit boards;
3. Plastics containing bromide fire retardants;
4. All monitors and fluorescent powder;
5. Chlorofluorocarbons (CFCs and HCFCs) or fluorocarbons (HFCs), or other hydrocarbons (HCs, isobutene, etc.);
6. Non-mercury containing LCDs;
7. Other electrolytic condensers, electrolytic condensers containing substances that give rise to concern (height > 25 mm, diameter > 25 mm, or a comparable volume) ;
8. External electrical cables.

The result of an identifiable flow or a part of an identifiable flow shall be demonstrated through a batch sample. If this result cannot be demonstrated in a non ambiguous way, Step 1 shall be followed.

As regards the CF fraction, additional conditions apply, set forth in the European Standard **EN 50625-2-3** "Collection, logistics & treatment requirements for WEEE – Part 2-3 : Treatment requirements for temperature exchange equipment and other WEEE containing VFC" en **TS 50625-3-4** "Specification for de-pollution – Temperature exchange equipment".

The specifications contain conditions (applicable to all fractions) concerning the monitoring of the depollution quality.

## 2 Processing, recycling and recovery

**Mandatory minimum results**

Fractions for collection	Recycling	Valorisation
CF appliances	80%	85%
BW appliances	80%	85%
TVM appliances	70%	80%
OTH appliances	70%	80%

Fractions for collection	Recycling	Valorisation
LMP lamps	80%	

  

Components fractions	Recycling	Valorisation
Ferrous material	95%	
Non-ferrous material	95%	
Plastics	50%	80%

Additional specific objectives apply to the RS fraction.

If the candidate does not process itself substances that are considered hazardous in accordance with the Euralist, its services include the delivery of such substances to a customer/processor and the actual processing of it by the latter.

### 3 Technical regulations applying to the sites for delivery, storage and processing

As regards the processing of TVM and OTH, the processors with whom Recupel entered into a contract are divided into two categories on the basis of the volume of WEEE they process: type A processors (large volume) and type B processors (less large volume). This division only applies to the **delivery of trailers (box pallets)** and the processing of TVM and/or OTH. It is not related to containers (GB/CF) or to LMP.

The distinction is particularly relevant with regard to the delivery conditions of bulk loads in box pallets. Additional conditions concerning the exchange/rotation of trailers apply to a type A processor. For the rest, the tender specifications apply in the same way to both types of processors. Conditions regarding quays and weigh bridges apply both to type A and type B processors.

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 of TVM or OTH to a type A processor, the bulk transporter puts the trailer at the location indicated by the processor. The processor guarantees that the bulk transporter can pick up another trailer loaded with empty box pallets. Thus, the bulk transporter does not wait for the unloading of the trailer. The processor unloads the delivered trailer within 24h (taking into account the working days).

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 tender specifications contain more detailed conditions regarding the delivery buffer, quays and weigh bridges.

Storage sites for WEEE before processing:

WEEE supplied:

Locations for **storage** of WEEE awaiting processing must comply with all legal and regulatory conditions, with the conditions of EN 50625 and with the applicable environmental/operating permit conditions, as well as with the following requirements:

- Impermeable surface with collection device for leaking oil and where necessary, deposit tanks and oil and waste separators;
- Weather-resistant cover;
- Screens are stored in intact condition;
- CF are stored dry and in a way that the cooling circuit cannot be damaged.

Depolluted WEEE:

As regards the **depollution and dismantling** the output of the depollution/dismantling shall always be clearly separated from the input of the shredder. The depolluted material (=WEEE stripped of the harmful components mentioned under step 1) is stored, pending further (mechanic) processing. This material shall be available for an objective and representative inspection. Direct supply for mechanic processing is not authorized.

WEEE supplied by Recupel that have been depolluted, are stored separated from other waste/WEEE.

Dismantled components:

Dismantled or separated waste substances and parts, whether dangerous or not, are stored per type of waste type in adequate **monthly receptacles** that guarantee safety and environmental protection. A monthly receptacle is therefore a receptacle in which dismantled and separated waste substances or parts are stored during one month per waste type. After **weighing** after the lapse of one month, the monthly receptacle is emptied and its content is put in the general receptacles.

WEEE processing sites:

- weighing equipment to assess the weight of the treated waste
- impermeable surface and waterproof covering with provision for collecting leaking oil and, if necessary, settling tanks, oil separators and waste separators
- suitable receptacles for the storage of batteries, condensers containing PBCs / PCTs and other dangerous waste, e.g. radioactive waste.
- weather-resistant cover

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

## 4 Technical conditions

The normative technical document **Cenelec European Standard EN 50625 – Collection, Logistics and Treatment for WEEE Treatment** applies to the services described in these specifications and shall be complied with by the processor in the framework of the implementation of the services. This document shall be purchased by the candidate/processor.<sup>1</sup>

This standard includes the following parts :

<b>Standard</b>	<b>Collection, Logistics and Treatment requirements for WEEE</b>
EN 50625-1	Part 1 : General treatment requirements
EN 50625-2-1	Part 2-1: Treatment requirements for lamps
EN 50625-2-2	Part 2-2: Treatment requirements for WEEE containing CRTs and flat panel displays
EN 50625-2-3	Part 2-3: Treatment requirements for temperature exchange equipment and other WEEE containing VFC and/or VHC
<i>(EN 50625-2-4</i>	<i>Part 2-4: Treatment requirements for photovoltaic panels) (not included under the Recupel scope)</i>
TS 50625-3-1	Part 3-1: Specification for de-pollution – General
TS 50625-3-2	Part 3-2: Technical specification for de-pollution – Lamps
TS 50625-3-3	Part 3-3 : Specification for de-pollution - WEEE containing CRTs and flat panel displays
TS 50625-3-4	Part 3-4 : Specification for de-pollution - Temperature exchange equipment
<i>(TS 50625-3-5</i>	<i>Part 3-5 : Specification for de-pollution - Photovoltaic panels) (not included under the Recupel scope)</i>
TS 50625-4	Part 4 : Collection & logistics associated with WEEE
TS 50625-5	Part 5 : Specifications for final treatment of WEEE fractions - Copper and Precious metals

By 1 July 2018, the candidate must be in possession of the EN 50625 certificate or be able to demonstrate on 30 June 2018 latest that this certificate will be obtained by 31 December 2018. In the latter case, an express condition subsequent will apply.

Depollution activities shall satisfy the conditions set forth in Appendix VII of the EU Directive 2012/19/EU of 4 July 2012, as well as minimum standards regarding the prevention of negative effects on environment. Without prejudice to the applicable conditions (steps 1 and 2 above) the best available techniques for depollution shall be used, insofar as they guarantee the protection of human health and provide a high level of environmental protection.

Processing and recycling activities shall satisfy minimum standards regarding the prevention of negative effects on environment. The best available techniques for processing and recycling shall be used, insofar as they guarantee the protection of human health and provide a high level of environmental protection. Such techniques may be further determined in accordance with the procedures of Directive 96/61/EC.

## 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:

---

<sup>1</sup> Purchase through the webstore of CEB-BEC : [www.ceb-bec.be](http://www.ceb-bec.be)

[*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 stipulated by the Companies Continuity Act.
3. a document that proves that the candidate is sufficiently insured against the risks associated with the activities it applies for, including an insurance for the destruction or loss by fire of the receptacles made available by Recupel.
4. a document that proves that the candidate complies with its payment obligations to the social security.
5. a copy of the legally required permits, authorisations, acknowledgments, etc. to perform the activities applied for or evidence that these have been requested for.
6. a statement of the candidate that it accepts an audit of maximum 2 days to be performed at its own expense by independent experts. The purpose of such audit is to inform Recupel on the technical and/or financial/economical capacity of the candidate. If the candidate wants to appeal to subcontractors, he shall demonstrate that these also accept such audit. This also applies to customers (of materials flows) which have a significant impact on the compliance with the processing results.
7. Quality certificate EN 50625, or documents that evidence that this certificate will be obtained by 31 December 2018 at the latest by the candidate..
8. a description of the nature and the scope of the relevant activities of the candidate during the last three years.
9. a list of the available processing capacity of the candidate on 30 June 2018 for each of the phases of the process that the candidate intends to use, with an indication of the bottlenecks and, if applicable, a description of the operational means the candidate has and will have available for the implementation of the assignment, a list of the measures and investments that the candidate has to undertake to have an adequate processing capacity.
10. the WEEE fractions and the WEEE quantity for which the candidate submits an application.