

CALL FOR TENDERS

'ACQUISITION AND RECYCLING OF SELECTIVELY COLLECTED AND SORTED FRACTIONS'

1 Principal: asbl Fost Plus vzw, avenue des Olympiades 2 -Olympiadenlaan 2, 1140 Brussels • tel. 02 775 03 50 • fax 02 771 16 96.

2 These public procedures, distributed over several lots, concerns the acquisition and effective recycling during a period of at least 12 months of:

- drink cartons. These comprise domestic packaging material that is collected selectively and is sorted into these different fractions in sorting centres. The bidder must collect the material from the sorting centres and recycle it.

Each order is divisible. Each bidder is free to make a bid for the entire order or for one or more lots. It is explicitly stated that the principal is free to award either all of the lots to the same bidder or to award one or more lots to different bidders, regardless of the number of lots for which the bidder has submitted a price, or not to award the order.

3 Among other things, the bid must contain the following information and documents which are required for the evaluation of the minimum financial, economic and technical requirements:

- a properly completed and signed copy of the tender form;
- a properly completed and signed copy of the description with measurements;
- a properly completed and signed declaration regarding the guarantee in respect of the traceability and possibility to control the flows;
- a proof of registration in the trade Register or equivalent;
- a copy of the operating permit and/or environmental permits, if legally required;
- in the event of export/import, a copy of the required export/import permits;
- a recent certificate from which it appears that the tenderer has fulfilled his obligations to pay social security contributions;
- the most recent proof of the official calibration of the weighbridge;
- a properly completed and signed statement relating to the required technical knowledge and sufficient available capacity;
- proof of financial and economic capacity. This proof must be issued in any case by presenting the balance sheets and annual accounts for the past 2 years and where applicable can be supplemented with other appropriate (bank) statements;
- list of the main comparable assignments contracts implemented during the last three years, with specification of the tonnages;
- description of the tools, the materials, technical equipment and the technological process, which will be at the tenderer's disposal for executing the contract;
- description of the end market for the recycled material, in particular the type of industry and the geographical location;
- description of the measures, which the tenderer takes for being able to assure and demonstrate the traceability and possibility to control the flows;
- description of the measures, which the tenderer takes for guaranteeing the quality;
- list of employed personnel stating their ages and dates of entry into service (without mention of the precise name of each employee);
- description of the measures taken regarding industrial safety and hygiene for the employed personnel, as well as regarding fire safety;
- description of the measures, which the tenderer takes regarding environmental protection ;
- specification of what part of the contract (if any) the tenderer intends to sub-contract.

- 4 For the specifications 2018_07 (drink cartons), tenderers are required to use the online tender portal of Fost Plus via this link: <https://recycling.fostplus.be/>. Each tenderer must first register via the link: <https://registerforetendering.fostplus.be>. With the credentials the tenderer subsequently receives from Fost Plus, they can request the specifications in the tender portal and submit their tenders. Per company there is only one registration possible and the credentials will be always valid.
- 5 The procedures applicable to this recycling contracts are determined by the accreditation of asbl Fost Plus vzw as an Accredited Body in the context of the Interregional Cooperation Agreement, as awarded by the Interregional Packaging Commission at its meeting of 19 December 2013. A copy of this recognition can be obtained at the address, stated under 1.
- 6 Additional information about this call for tenders can be obtained from:
 - Mr. Arnaud Martin for metals and drink cartons,
at the address stated under 1 or via recycling@fostplus.be
- 7 The bids, drawn up in English, Dutch or French must be in the principal's possession at latest on the following dates and at the following times, at the address stated under 1:
 - for drink cartons: Friday, December 7th 2018, at 10h00;
for the paper documents (registration and inventory).

The other documents must be submitted online through the portal offer no later than Thursday, December 6th 2018 at 23h59.