

1. Principal: asbl Fost Plus vzw, avenue des Olympiades 2 -Olympiadenlaan 2, 1140 Brussels · tel. 02 775 03 50.

2. These public procedure, distributed over several lots, concerns the acquisition and effective recycling of:
- paper-cardboard, collected selectively via door-to-door collections and recycle parks.
 - metal packaging (steel and aluminium), and 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. However, for the acquisition of drink cartons, the Principal will not award all plots to the same bidder if this would result in this bidder acquiring more than 90% of all available tonnages in Belgium. In doing so, the Principal will either not award a lot or allocate it to the second ranked tenderer.

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 via the portal electronically 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, including the period of validity;
- a properly completed and signed statement relating to the required technical knowledge and sufficient available capacity;
- a 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;
- a list of the main comparable assignment contracts implemented during the last three years, with specification of the tonnages;
- a description of the tools, the materials, technical equipment and the technological process, which will be at the tenderer's disposal for executing the contract, as well as the processing method and their share (%) (e.g. mechanical recycling, incineration with energy recovery, incineration without energy recovery, landfilling ,...) of all by-products and residue streams released during the recycling process for the duration of the contract.;
- a description of the end market for the recycled material, in particular the type of industry and the geographical location;
- a description of the measures, which the tenderer takes for being able to assure and demonstrate the traceability and possibility to control the flows;
- a description of the measures, which the tenderer takes for guaranteeing the quality;
- a list of employed personnel stating their ages and dates of entry into service (without mention of the precise name of each employee);
- a description of the measures taken regarding industrial safety and hygiene for the employed personnel, as well as regarding fire safety;
- a description of the measures taken in the event of a (serious) emergency contained in a plan of action (emergency or contingency plan).
- a description of the measures, which the tenderer takes regarding environmental protection ;

- a specification of what part of the contract (if any) the tenderer intends to sub-contract.
- a description of recycling circularity.

Specifically for paper-cardboard must be submitted additional documents:

- Energy production figures that show the use of renewable energy
- In case the subscriber uses a transshipment location before the material is transported to the recycling plant, a description of the alternative means of transport that will be used, indicating the addresses from which can be deduced what part will be using road transport or in the case of road transport, a list with the number of trucks deployed with indication of the type of engine (EURO standard);
- Operating conditions (environmental and social aspects) in the case of recycling outside the European Union.

4. For the specifications 2024_02 (paper-cardboard), 2024_04 (metals) and 2024_05 (drink cartons), tenderers are required to use the online tender portal of Fost Plus via this link: <https://tender.fostplus.be/>. Each tenderer must first register via the link: <https://www.fostplus.be/en/form/registratieformulier-offerte-aan> . Per company there is only one registration possible and the credentials will be always valid, this means that if the tenderer has already registered in the past, this no longer needs to be done.

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 the 2nd of February 2024. 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:

- Mrs. Joke Veramme for paper-cardboard;
- Mrs Lilia Gargouri for metal packaging;
- Mrs. Stéphanie Prinzie for paper-cardboard and drink cartons,

at the address stated under 1 or via .

7. The bids, drawn up in English, Dutch or French must be uploaded and electronically signed by Wednesday October 2nd at 12pm.