



Checklist – Circular procurement criteria and requirements for waste bags and containers

Introduction and purpose of the checklist

This checklist is intended for procurement advisors of e.g. waste management companies and other relevant officers involved in preparing the procurement of waste bags and containers.

The checklist provides questions for market inquiries on both functional properties of the waste bags and containers as well as properties/qualities related to the durability of the offered products, the content of recycled plastic and the recyclability of the materials in the waste bags.

The checklist includes suggestions of formulas for minimum requirement formulas and award criteria that can be used directly in the tender document.

1. Market inquiry/dialogue:

Market inquiries should always be done both to assess market readiness for circular aspects and what kind of environmental minimum requirements you can make in the tender. The market inquiry is conducted before you submit the tender and can be done either as supplier conferences (physical or digital meeting) or by contacting the relevant suppliers directly (for instance via e-mail).

If you get at least three responses/confirmations of yes from the suppliers, you can make the relevant environmental quality a minimum requirement in the tender. If you get fewer than three responses of yes, or the responses are inconclusive, consider making the environmental and circular aspects part of an award criterion.

Below you will find several questions related to products with recycled plastic that can be used as part of dialogue with suppliers prior to the tender.



Price and quality

Market Inquiry (RFI) questions
a) Can you offer products with recycled plastic content related to this tender? If yes, can the plastic materials in the product be recycled?
b) To what extent does the use of recycled plastic affect the price per unit of the products?
c) If you can offer products with recycled plastic, do these meet quality requirements according to established standards, and if so, which standards?
d) Can measures be taken in the competition to ensure that the products can contain recycled plastic and still meet the quality requirements?
e) How will the use of recycled plastic affect freedom of choice in terms of colour, design, and quality?

Traceability and certification/documentation for the recycled plastic

Market Inquiry (RFI) questions
a) What is the origin of the recycled plastic material (post-consumer recycled plastic (PCR), pre-consumer recycled plastic)?
b) How is the traceability of the recycled plastic which is used in the products?
c) If the recycled plastic is traceable, can the traceability be documented, and what documentation can be requested?
d) Is traceability certified, for example through EUCertPlast or RecyClass or other third-party based certification schemes? If yes, specify the relevant schemes
e) Is there a certification scheme for products that sets requirements for recycled plastic content, such as Blaue Engel, Nordic Swan, EU Ecolabel or equivalent?
f) In that case, does such product certification (see question d) include documentation on the traceability of the recycled plastic?
g) Is there an EPD (environmental product declaration) available for the products?
h) What other documentation can be requested during procurement as proof of recycled plastic content? (e.g., a separate declaration from the manufacturer, product sheets)

2. Make requirement specifications and minimum requirements for plastic for waste bags and containers

Depending on the responses given in the market inquiries, the first step will be to investigate if you can make minimum requirements for the use of recycled, renewable, and recyclable plastic in the products. Minimum requirements are used when at least three bidders in the market inquiries have confirmed that they can offer the requested qualities and environmental aspects for the plastic waste bags or containers.



Question	Suggested follow-up action and considerations
<p>Recycled plastic content Can you offer waste bags with recycled plastic content?</p> <p>If yes, what share of recycled plastic?</p>	<p>If at least three responses of yes, make it a minimum requirement that the requested products contain recycled plastic. Use for instance the wording from the table below “Minimum requirement – recycled plastic content”.</p> <p>If fewer than three responses of yes, or responses are inconclusive, go to step 3 and consider if you can use an award criterion</p>
<p>Biobased plastic Can you offer products with plastic or materials from biobased origins?</p> <p>If yes, do the biobased materials come from secondary raw material (like residual materials from wood, waste, industry waste)?</p>	<p>If three responses of yes, make a minimum requirement for the origin of the biobased materials, see the example in table “Renewable PE/Biobased plastic”</p> <p>If some, but fewer than three respond yes, consider if you can make the offer of biobased plastic material part of an award criterion.</p>
<p>Documentation/certification What kind of documentation can you offer for the recycled plastic content?</p>	<p>Depending on the responses given from the suppliers, consider if the quality of the documentation (like EPDs, certification schemes) can be part of an award criterion in the tender</p>
<p>Durability Are the products designed for durability according to established standards?</p>	<p>Make minimum requirements for the durability of waste bags, for instance: Tear strength according to ISO 6383-2/ASTM D Elongation at break according to ISO 527/ASTM D 822 Puncture resistance according to ASTM 5748</p>

Minimum requirement - Recycled content:

Requirement specification	Verification requirements
<p>The plastic bags shall have a minimum recycled content of x% PCR</p>	<p>PCR refers to post-consumer recycled plastic in accordance with NS-EN ISO 14021</p> <p>Depending on responses in the inquiries:</p>



	<p>Technical data sheet:</p> <p>Description of the product.</p> <p>Certification licence, with licence no confirming that the products meet the required standards, like EU Ecolabel, EUCertPlast, Recyclclass, other third-party certifications.</p>
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Minimum requirement - Renewable PE/Biobased plastic

Requirement specification	Verification requirements
<p>Biobased or renewable plastic bags that are offered must come from secondary raw material.</p> <p>If bags made of renewable or biobased PE are offered, a signed statement from the secondary raw material supplier must be provided confirming the agreement on deliveries of renewable PE plastic.</p> <p>If bags made of renewable or biobased PE are offered (<i>insert other plastic polymer types relevant</i>), certification that the biobased ingredients are in accordance with the OK-biobased certification scheme shall be offered along with the tender as an attachment to the offer form.</p>	<p>Signed statement from the secondary raw material supplier to confirm the agreement on delivery of renewable plastic</p> <p>Certificate confirming that the biobased materials of the products are in accordance with the OK-biobased certification scheme that the product offered meets the certification requirements, for instance OK-biobased, EU Ecolabel.</p>

3. Make award criteria for recycled plastic content and renewable/biobased plastic

Guidance:

The next step will be to use award criteria to award the offer of recycled plastic content or renewable/biobased plastic from secondary raw material. When responses from market inquiries indicate that fewer than three of the potential bidders in the market inquiries can deliver the requested qualities, or the answers are inconclusive, consider using an award criterion to award the bidder who can offer the highest environmental performance that exceeds the minimum requirement.

Suggestions for award criteria for recycled content that can be used are found in the tables below, “award criterion climate and environment – recycled content”:



Award criterion climate and environment – recycled content

Wording of award criterion	Verification requirements
<p>The bidder will be awarded for supplying plastic packaging waste bags and waste containers with recycled content exceeding the minimum requirement. This criterion will make up <i>x%</i> of award criterion <i>environmental quality</i></p>	<p>Depending on the responses given in the market inquiries:</p> <p>Documentation confirming that the recycled share of the plastic is in accordance with NS – EN ISO 14021 D samples must be of the material quality</p> <p>Technical data sheet</p> <p>Licence of third-party certification body, with licence no (for instance Recyclclass, EU Ecolabel) confirming that the product offered meets the certification requirements</p>

4. Make award criteria for the quality and durability of the products offered

Based on responses in the market inquiries: consider awarding bidders on the quality and durability of the products offered, e.g. waste plastic bags, as part of an environmental award criterion. Suggested wording and verification requirements can be found below.

Award criterion - Quality and durability of products offered

Requirement specification	Verification requirements
<p>“The tenderer will be awarded for the documented quality (wearability and tearability of the offered plastic waste bags exceeding the minimum requirement.</p> <p>The quality of bags and sacks offered is assessed based on requested values/data, product samples and a description of the quality offered.</p> <p>The properties of the food waste bags are assessed based on professional judgement based on samples of the product sent in. Emphasis is placed on user-friendliness, moisture resistance, colour, and perforation strength.”</p>	<p>Completed offer form</p> <p>Description of each type of product must be provided, as well as a description of any quality level exceeding the minimum requirements</p> <p>Product samples:</p> <p>Product samples of all bags and sacks covered by the tender, including options, must be submitted. The product samples must be of the same quality as the bags and sacks offered. This applies to, among other things: - <i>Colour - Print - Design - Material quality</i></p> <p>Test documentation</p> <p>Documentation from an independent testing body must be provided confirming that the product offered meets the specified requirements for mechanical strength.</p>



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