

Copying and Graphic Paper

Definition:

These product group criteria are applicable to unprinted paper for writing, printing and copying purposes (up to 170g/m²) sold in sheets or reels. Finished paper products such as writing pads, drawing books, calendars, manuals, etc. have not been included.

| List of product items: | | Pages: |
|------------------------|--|----------|
| 1 | Paper based on recovered fibres - Normal Paper | 1 |
| 2 | Paper based on recovered fibres - Professional Paper | 2 |

or

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| 3 | Paper based on sustainable and/or legal virgin fibre | 3 |
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| Paper based on recovered fibres – Normal Paper | | |
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| 1.1 | Subject Matter (suggestion on how to draft the tender title) | |
| | Purchase of recycled office paper made from 100% recovered paper fibres. | |
| 1.2 | Technical Specification (to be included in the terms of reference / technical specifications) | |
| | Paper must be made from 100% recovered paper fibres. ¹³ | |
| | Verification: | Tenderers must provide appropriate proof of compliance. This may be in the form of technical dossier of the manufacturer or a test report from a recognised body. All products carrying the EU Ecolabel will be deemed to comply. |
| | The paper must be at least Elementary Chlorine Free (ECF). Totally Chlorine Free (TCF) will also be accepted. | |
| | Verification: | Tenderers must provide appropriate proof of compliance. This may be in the form of technical dossier of the manufacturer or a test report from a recognised body. All products carrying the EU Ecolabel will be deemed to comply. |
| | In order to guarantee the suitability of the paper offered for office machines, a sample of the product must be provided to the authority to conduct quality tests. | |
| | Verification: | N/A |

Paper based on recovered fibres – Professional Paper

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| 2.1 | Subject Matter (suggestion on how to draft the tender title) | |
| | Purchase of recycled office paper made from at least 75% recovered paper fibres. | |
| 2.2 | Technical Specification (to be included in the terms of reference / technical specifications) | |
| | Paper must be made from at least 75% recovered paper fibres. Recovered paper fibres include both post-consumer recycled fibres and pre-consumer recycled fibres from paper mills, also known as broke. Post-consumer recycled fibres may come from consumers, offices, printing houses, bookbinders, or similar. | |
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| | Verification: | N/A |

| Paper based on sustainable and/or legal virgin fibre | | | |
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| 3.1 | Subject Matter (suggestion on how to draft the tender title) | | |
| | Purchase of office paper based on virgin fibre stemming from legally and/or sustainably harvested sources (also potentially containing a percentage of recovered fibres). | | |
| 3.2 | Technical Specification (to be included in the terms of reference / technical specifications) | | |
| | The virgin fibre for pulp production shall come from legal sources. | | |
| | <table border="1"> <tr> <td>Verification:</td> <td>Certificates of chain of custody for the virgin fibre certified as FSC, PEFC or any other sustainable forest management standard where the percentage of certified wood is indicated will be accepted as proof of compliance for that percentage. The legal origin of wood can also be demonstrated with a tracing system being in place. These voluntary systems may be 3rd party certified, often as part of ISO 9001:2008 and/or ISO 14001:2004 or EMAS management system. If wood stems from a country that has signed a Voluntary Partnership Agreement (VPA) with the EU, the FLEGT license may serve as proof of legality. For the non-certified virgin fibre, bidders shall indicate the types (species), quantities and origins of fibres used in the pulp and paper production, together with a declaration of their legality. As such the fibres shall be able to be traced throughout the whole production chain from the forest to the product. In specific cases, where the evidence provided is not considered sufficient to prove compliance with the requested technical specifications, contracting authorities may ask suppliers for further clarifications or proof.</td> </tr> </table> | Verification: | Certificates of chain of custody for the virgin fibre certified as FSC, PEFC or any other sustainable forest management standard where the percentage of certified wood is indicated will be accepted as proof of compliance for that percentage. The legal origin of wood can also be demonstrated with a tracing system being in place. These voluntary systems may be 3rd party certified, often as part of ISO 9001:2008 and/or ISO 14001:2004 or EMAS management system. If wood stems from a country that has signed a Voluntary Partnership Agreement (VPA) with the EU, the FLEGT license may serve as proof of legality. For the non-certified virgin fibre, bidders shall indicate the types (species), quantities and origins of fibres used in the pulp and paper production, together with a declaration of their legality. As such the fibres shall be able to be traced throughout the whole production chain from the forest to the product. In specific cases, where the evidence provided is not considered sufficient to prove compliance with the requested technical specifications, contracting authorities may ask suppliers for further clarifications or proof. |
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| 3.3 | Award Criteria (to be considered when BPQR is utilised) | | |
| | <p>Additional points will be awarded in proportion to the amount of virgin wood fibres for pulp production coming from forests that are verified as being managed so as to implement the principles and measures aimed at ensuring sustainable forest management, on condition that these criteria characterize and are relevant for the product.</p> <p>In Europe, these principles and measures shall at least correspond to those of the Pan-European Operational Level Guidelines for Sustainable Forest Management, as endorsed by the Lisbon Ministerial Conference on the Protection of Forests in Europe (2 to 4 June 1998).</p> <p>Outside Europe they shall at least correspond to the UNCED Forest Principles (Rio de Janeiro, June 1992) and, where applicable, to the criteria or guidelines for sustainable forest management as adopted under the respective international and regional initiatives (ITTO, Montreal Process, Tarapoto Process, UNEP/FAO Dry-Zone Africa Initiative).</p> | | |
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