

# **National Agreement for the Supply of Paper (Printings) for Higher Education Institutions – Tender Document**

## ***Environmental Requirements***

1. UK higher education institutions are increasingly seeking to integrate issues of environmental protection and sustainable development into the procurement process. No other procurement item is as widely used as paper or so universally recognised as having an environmental impact, so the highest standards of environmental awareness and responsibility are sought. Other than the use of pulp from sustainable forest sources, and ‘TCF’ (totally chlorine free) or ‘ECF’ (elemental chlorine free) methods in production, no prescriptive environmental specification is being set at this stage. However, where suppliers do not have recognised product accreditation they should be prepared to work with us to reduce impacts and implement measures to ensure continuing improvements leading to an equivalent standard.
2. Questions 18, 19 and 20 in Appendix A examine the tenderer’s attentiveness to environmental issues. The wording, particularly of questions 19 and 20, represent our outline aspirational product specification and may be used as a guide in developing documentation for environmental improvements.
3. On production methods suppliers should be aiming for Nordic Swan accreditation for printing paper or the EU Eco-label for copying paper (or equivalent).
4. For special papers we would expect as an alternative to coated papers, uncoated papers that are suitable for quality four colour process litho and digital printing.
5. Although higher education institutions currently purchase only nominal quantities of recycled paper, we are considering the use of recycled paper in high volume print operations and intend to continue trials for this application. There is, however, an existing opportunity for recycled paper to be used in lower volume applications at individual department level and we expect this will take up an increasing percentage of the total requirement.
6. In managing the Agreement, we intend to seek to increase demand for recycled paper; to raise awareness of environmental alternatives, sending a strong signal that they can be of satisfactory quality and to provide greater security in markets where suppliers wish to invest in new reprocessing capacity, re-manufacture or production of goods with a recycled content. Question 20 (a) seeks assurances about tenderer’s ability to meet increased demand, and eventually to reach parity price with equivalent non-recycled paper.
7. Short-listed tenderers will be asked to provide evidence to support their answers to questions 18, 19 and 20.

## ***Appendix A***

### **Question 18 – Environmental Policy**

What is the environmental policy of your company and how do you apply that policy in practical terms in relation to manufacture, packaging, transportation and any other aspect of the preparation and delivery of the goods and administration of the service? If you have a brochure or other literature describing the implementation of policy please provide a copy. In relation to wood pulp your answer should address bio-diversity, habitat destruction, wildlife protection, the rights of indigenous people, the use of chemicals and logging practices. In relation to production you should address the general policy, and provide more specific information in your answers to question 19.

### **Question 19 – Environmental Friendliness of Goods and Services**

(Note: if you do not manufacture the goods, the answers to some of these questions should, as appropriate, be sought from the manufacturer. This should be made clear in your answers, and the manufacturing company (-ies) should be named).

#### **Question 19 (a) – Chlorine Bleaching**

Are all of the paper substrates listed produced using either TCF or ECF methods? If not, provide further details.

#### **Question 19 (b) – Sustainable Forests**

Are all of the paper substrates listed produced using pulps from sustainably managed forests? If not, give details. If the forests have been independently certified as complying with sound forest management such as that recognised by the Forest Stewardship Council and the Pan-European Forestry Council please give details.

#### **Question 19 (c) – Processing Emissions**

In the manufacture of the most popular paper substrates, what are the emissions in kg/tonne of pulp for:

- i) emissions to air (chiefly sulphur oxides, nitrous oxides and particulates)
- ii) effluents (chiefly absorbable organic halogens, phosphorus, suspended solids, chemical oxygen demand and biological oxygen demand)

#### **Question 19 (d) – Energy Consumption in Processing**

In the manufacture of the most popular substrates, what is the energy consumption in GJ per tonne of pulp?

#### **Question 19 (e) – Water Consumption in Processing**

In the manufacture of the most popular paper substrates, what is the water consumption in m<sup>3</sup> per tonne of pulp, and the extent of 'closed loop' water cycling?

#### **Question 19 (f) – Packaging**

Give information about the availability of:

- i) bulk boxes and other packaging for high volume copying and printing papers
- ii) returnable or reusable cartons
- iii) recyclable ream wrappers.

### Question 19 (g) – Transport

How do you minimise the environmental impact of transportation (e.g. through the use of appropriately sized delivery vehicles, cleaner fuels, etc)?

### Question 19 (h) – Other

What other action are you taking, or planning to take, to reduce environmental impacts?

### Question 20 – Recycled Paper Items

Paper containing a substantial proportion of recycled material must be available for those who wish to use it. In the table below, provide the required information about the range of recycled paper you would include in the Agreement.

Property	Item
Brand Name	
Type of paper or card	
Gsm	
Micron, if appropriate	
% post-consumer waste content	
% pre-consumer waste	
% mill broke	
% virgin fibre	
Whiteness (CIE), where appropriate	
Smoothness (ml/min)	
Opacity (%)	
Moisture Content (%)	
Recommended for use with (copiers, printers, b/w, colour, etc)	
Recommended for double-sided printing?	
Labels held (e.g. Blue Angel, NAPM, EUGROPA, etc)	
Date label accreditation given	
<b>Price per 1,000 sheets:</b>	
Min. quantity 5 reams, next day delivery	
Min. quantity 100 reams, standard delivery	
Min quantity 1 tonne, standard delivery	

### Question 20 (a) – Increased Demand for Recycled Paper

In the event that there is a significant increase in demand for recycled paper, in what time frame could you meet this demand? Also, should such demand be realised at what point would price parity with existing papers be realised?