|  | **STATEMENT OF REQUIREMENT** |
| --- | --- |
|  | 1. **Overview**
 |
| 1.1 | This is the Statement of Requirement (StOR) for the Collection & Disposal of Batteries – within Great Britain in accordance with the Terms and Conditions of the Contract at Schedule 2 to this contract. |
| 1.2 | The services to be provided shall include but not be limited to: * The collection and disposal of waste within the scope of the contract
* Accounting for all waste within the scope of the contract
* Secure storage and processing of all waste within the scope of the contract
 |
| 1.3 | The Contractor should be aware that the Authority is developing an Information System which will enable data to be submitted electronically by both parties and flexibility will be required from the Contractor to comply with these developments, including new requirements for monthly reporting.  |
|  | **2 Scope** |
| 2.1 | Waste for the purposes of this requirement is considered to be the Disposal of Batteries, as detailed at 2.3 below and in condition 2.3 at Schedule 2. |
| 2.2 | Routine Tasks can be for any quantity. |
| 2.3 | Waste for disposal will be the Collection & Disposal of Batteries. The full scope of the Waste types covered are listed in the relevant Pricing Matrix at Annex A to Schedule 1 and are further defined by Annex A to Schedule 3 (Waste Categories & Waste Streams). Scheduled collection services are to be agreed with the individual customers. |
| 2.4 | In the event that the Authority has a requirement for:* Any other task that is within the overall scope of the requirement but not specifically identified on this Statement of Requirement or Item 1a of the Schedule of Requirement (Schedule 1).

the Authority will follow the process detailed in condition 3.8 of the Contract. |
|  | **3 Requirement** |
| 3.1 | The Contractor shall provide the services listed within the Schedule of Requirements (Schedule 1), collecting from the location stated in the task form within 10 business days of the Task being issued. |
| 3.2 | The Contractor shall manage the Waste in the most cost- effective and legally compliant manner for both the Authority and its customers with the emphasis on management of waste towards the upper end of the waste hierarchy of re-use and recycling wherever possible. The Contractor shall collect, segregate, transport, store, analyse, process and dispose of the wastes through the most appropriate route according to the Waste Hierarchy. |
| 3.3 | The Contractor shall be responsible for the completion of all Tasks issued by the Authorised Demanders listed at Annex A to DEFFORM 111 from the date of entry into the Framework Agreement until expiry of the Framework Agreement.  |
| 3.4 | In the case of collections that do not conform to the task, the Contractor shall follow the process detailed in the Contract relating to Goods Received in Error (GRIEF) and Discrepancies.  |
| 3.5 | The contractor will be required to provide a collection service for the Waste. This may include the provision of containers of varying sizes to allow sites to store Waste prior to disposal. The Contractor will also be required, on occasion; to assess Waste prior to providing a quotation for transport and final disposal / recycling, and this may include conducting site visits to do this. The contractor may also be required to provide advice on the storage of waste and the packaging of waste prior to its collection for disposal. |
|  | **4 Tasks** |
| 4.1 | The Contractor shall have the capability to receive process and acknowledge Tasks sent by Authorised Demander(s) as listed in Annex A to DEFFORM 111, via the Authority’s electronic payment system. Further information is available at [**https://www.gov.uk/government/publications/mod-contracting-purchasing-and-finance-e-procurement-system/contracting-purchasing-and-finance-cpf-tool#new-online-procurement-system**](https://www.gov.uk/government/publications/mod-contracting-purchasing-and-finance-e-procurement-system/contracting-purchasing-and-finance-cpf-tool#new-online-procurement-system)**.** |
|  | **5 Collection** |
| 5.1 | The Contractor cannot assume that assistance will be provided with the loading of Waste and therefore the Contractor shall provide all necessary loading equipment. |
|  | **6 Other Government Departments**  |
| 6.1 | Other Government Departments (OGD’s) listed at Annex A to Schedule 3 may also utilise this service. Only the Authorised Demanders detailed at Annex A to DEFFORM 111 can place Tasks on behalf of the OGDs, however the Contractor will invoice the OGDs direct and be paid directly as agreed with each individual OGD in accordance with condition 8.3 at Schedule 2. |
|  |  |