

**Norway-Karasjok: Counselling services**

OJ S 7/2016 12/01/2016

**Contract notice****Services****Directive 2004/18/EC****Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: Samediggi/Sametinget (The Sami Parliament of Norway)

National registration number: 974760347

Postal address: Avjovargeaidnu 50

Town: Karasjok

Postal code: 9730

Country: Norway

For the attention of: Hanne Holmgren Lille

E-mail: [samediggi@samediggi.no](mailto:samediggi@samediggi.no)

Telephone: +47 78474000

**Internet address(es):**General address of the contracting authority: <http://www.sametinget.no>Address of the buyer profile: <https://kgv.doffin.no/ctm/Supplier/CompanyInformation/Index/2082>Electronic access to information: <https://kgv.doffin.no/ctm/Supplier/Documents/Folder/139414>**Additional information can be obtained from:**

the abovementioned address

**Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained from:**

the abovementioned address

**Tenders or requests to participate must be submitted:** the abovementioned address**I.2. Type of the contracting authority**

National or federal agency/office

**I.3. Main activity**

General public services

**I.4. Contract award on behalf of other contracting authorities**

The contracting authority is purchasing on behalf of other contracting authorities: no

**Section II: Object of the contract**

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**II.1. Description****II.1.1. Title attributed to the contract by the contracting authority**

Framework agreement, communication professional consultancy services.

**II.1.2. Type of contract and place of performance or delivery**

Services

Service category No 11: Management consulting services [6] and related services

Main site or place of performance: Karasjok, Norway.

NUTS code NO Norge

### **II.1.3. Information about a framework agreement or a dynamic purchasing system**

The procurement involves the establishment of a framework agreement

### **II.1.4. Information about framework agreement**

Framework agreement with a single operator

#### **Duration of the framework agreement**

Duration in years: 2

#### **Estimated total value of purchases for the entire duration of the framework agreement**

Estimated value excluding VAT: 1 500 000 NOK

### **II.1.5. Short description of the contract or purchase(s)**

The Sami Parliament requests communication professional assistance and consultancy in order to increase the legitimacy foundation, political goal achievement and efficient implementation of administration assignments. Vital communication professional communication fields where the Sami Parliament will require consultancy include community contact, community visibility, community contact, media management and training in handling media.

### **II.1.6. CPV code(s)**

85312320 Counselling services

### **II.1.7. Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: yes

### **II.1.8. Lots**

This contract is divided into lots: no

### **II.1.9. Information about variants**

Variants will be accepted: no

## **II.2. Scope of the procurement**

### **II.2.1. Total quantity or scope**

Estimated value excluding VAT: 1 500 000 NOK

### **II.2.2. Information about options**

Options: no

### **II.2.3. Information about renewals**

This contract is subject to renewal: yes

Number of possible renewals: 1

In the case of renewable supplies or service contracts, estimated timeframe for subsequent contracts:

in months: 48 (from the award of the contract)

## **II.3. Duration of the contract or time limit for completion**

## **Section III: Legal, economic, financial and technical information**

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### **III.1. Conditions related to the contract**

#### **III.1.1. Deposits and guarantees required**

#### **III.1.2. Main financing conditions and payment arrangements and/or reference to the relevant provisions governing them**

**III.1.3. Legal form to be taken by the group of economic operators to whom the contract is to be awarded**

**III.1.4. Contract performance conditions**

The performance of the contract is subject to particular conditions: no

**III.2. Conditions for participation**

**III.2.1. Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**

List and brief description of conditions: Company Registration Certificate;  
Tax certificate;  
VAT certificate.

— Signed HSE self-declaration, cf. annex 3.

**III.2.2. Economic and financial ability**

List and brief description of conditions: The company's annual accounts with the auditor's report for the last 3 years.

If there is doubt about whether the requirement is fulfilled, the contracting authority can request that a credit rating report from Dun & Bradstreet or similar is sent.

**III.2.3. Technical and professional ability**

List and brief description of conditions:

Requirement 1, experience is required from equivalent assignments: List the most important deliveries/services performed in the last 3 years, including information on the value, date and name of the contracting authority, as well as a contact person and telephone number for a minimum of 3.

Requirement 2: Good implementation ability is required. An account of the tenderer's average workforce and the number of employees in the administrative management in the last 3 years, as well as an organisational chart. Give an account of which sub suppliers will be used for the provision of the service, including information on any previous cooperation.

Requirement 3, a well functioning quality assurance system is required: Give an account of the quality assurance system.

**III.2.4. Information about reserved contracts**

**III.3. Conditions specific to services contracts**

**III.3.1. Information about a particular profession**

Execution of the service is reserved to a particular profession: no

**III.3.2. Information about staff responsible for the performance of the contract**

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract: no

## **Section IV: Procedure**

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**IV.1. Type of procedure**

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Open

**IV.1.2. Information about the limits on the number of candidates to be invited**

#### **IV.1.3. Information about reduction of the number of solutions or tenders during negotiation or dialogue**

#### **IV.2. Award criteria**

##### **IV.2.1. Award criteria**

The most economically advantageous tender in terms of Price is not the only award criterion and all criteria are stated only in the procurement documents

##### **IV.2.2. Information about electronic auction**

An electronic auction will be used: no

#### **IV.3. Administrative information**

##### **IV.3.1. File reference number attributed by the contracting authority**

16/103

##### **IV.3.2. Previous publication concerning this procedure**

no

##### **IV.3.3. Conditions for obtaining specifications and additional documents or descriptive document**

Payable documents: no

##### **IV.3.4. Time limit for receipt of tenders or requests to participate**

29.1.2016 - 12:00

##### **IV.3.5. Estimated date of dispatch of invitations to tender or to participate to selected candidates**

##### **IV.3.6. Languages in which tenders or requests to participate may be submitted**

Other: Norwegian.

##### **IV.3.7. Minimum time frame during which the tenderer must maintain the tender**

Duration in months: 003 (from the date stated for receipt of tender)

##### **IV.3.8. Conditions for opening of tenders**

Date: 1.2.2016 - 11:00

Persons authorised to be present at the opening of tenders: no

#### **Section VI: Complementary information**

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##### **VI.1. Information about recurrence**

This is a recurrent procurement: no

##### **VI.2. Information about European Union funds**

The procurement is related to a project and/or programme financed by European Union funds: no

##### **VI.3. Additional information**

##### **VI.4. Procedures for review**

###### **VI.4.1. Review body**

###### **VI.4.2. Review procedure**

**VI.4.3. Service from which information about the review procedure may be obtained**

**VI.5. Date of dispatch of this notice**

11.1.2016