

**Norway-Hagan: Interpretation services**

**OJ S 16/2016 23/01/2016**

**Contract notice**

**Services**

**Directive 2004/18/EC**

**Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: Nittedal kommune (Nittedal municipality)

National registration number: 971643870

Postal address: Postboks 63

Town: Hagan

Postal code: 1483

Country: Norway

For the attention of: Trude Wingar-Elnes

E-mail: [trude.wingar-elines@nittedal.kommune.no](mailto:trude.wingar-elines@nittedal.kommune.no)

Telephone: +47 67059000

Fax: +47 67059179

**Internet address(es):**

Address of the buyer profile: <https://kgv.doffin.no/ctm/Supplier/CompanyInformation/Index/2407>

Electronic access to information: <https://kgv.doffin.no/ctm/Supplier/Documents/Folder/139807>

**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**

Regional or local authority

**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**

Purchase of interpreter liaison services for Nittedal kommune.

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

Services

Service category No 27: Other services

Main site or place of performance: Nittedal, 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 months: 24

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

Purchase of interpreter liaison services. Primarily it is the child protection unit and the refugees unit that requires interpreter services in Nittedal kommune. Which languages interpreters are required for is stated in Annex 1 the Requirements Specification. In recent years, Nittedal kommune has utilised interpreter services for approx. 450 000 NOK per year.

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

79540000 Interpretation 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**

In recent years, Nittedal kommune has utilised interpreter services for approx. 450 000 NOK per year. The volume will depend on the Contracting Authority's budget situation, activities, other framework factors and the previous purchase volumes should therefore only be considered as a guide.

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

Options: yes

Description of options: The Contracting Authority has the option to extend the contract on verbatim terms for 1 year + 1 year so that the total possible contract length is 4 years.

Provisional timetable for recourse to these options:

in months: 24 (from the award of the contract)

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

This contract is subject to renewal: no

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

Start 31.3.2016. Completion 30.3.2018

## **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: The tenderer shall have their tax and VAT payments in order.

Documentation requirement:

— Tax certificate (Tax certificate for tax issued by the tax collector/municipal cashier (Form RF-1244)) which is no more than 6 months old.

— VAT Certificate (Certificate for paid VAT issued by the Tax Officer (Form RF-1244)) which is no more than 6 months old.

— Foreign tenderers must provide certificates from authorities equivalent to the Norwegian authorities.

The tenderer must be a legally established company.

Documentation requirement:

— Norwegian companies: Company Registration Certificate.

— Foreign companies: Proof that the company is registered in a trade index or business register as prescribed by the law of the country where the tenderer is established.

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

List and brief description of conditions: Tenderers must have the financial capacity to implement the assignment/contract.

Documentation requirement:

— A credit evaluation/rating from a publicly certified credit rating institution, not older than 6 months, shall be enclosed with the tender.

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

List and brief description of conditions:

Tenderers shall have good experience from equivalent assignments.

Documentation requirement:

Tenderers shall attach a list of the most important relevant deliveries during the last 3 years, hereunder information on the value, time and Contracting Authority. Details of the contact person (s) shall be provided and the Contracting Authority retains the possibility to contact them without any further notification. The reference assignments should be of an equivalent size to this competition. Certificates issued or verified by the Contracting Authority can be attached.

**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

#### IV.1.1. Type of procedure

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

15/05946

#### 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

3.3.2016 - 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

until: 31.5.2016

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

Date: 3.3.2016 - 12:10

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**

See the tender documentation and annexes.

**VI.4. Procedures for review**

**VI.4.1. Review body**

**VI.4.2. Review procedure**

Precise information on deadline(s) for review procedures: See the tender documentation and annexes.

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

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

22.1.2016