

**Norway-Oslo: E-learning services**

**OJ S 18/2015 27/01/2015**

**Contract notice**

**Services**

**Directive 2004/18/EC**

**Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: Direktoratet for forvaltning og IKT (Difi)

National registration number: 991825827

Postal address: Grev Wedels plass 9, 0151 Oslo, PB 8115 dep.

Town: Oslo

Postal code: 0032

Country: Norway

For the attention of: Kristin Lundtveit

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

Telephone: +47 99039775

Fax: +47 22451001

**Internet address(es):**

General address of the contracting authority: <http://www.difi.no>

Address of the buyer profile: <https://kgv.doffin.no/ctm/Supplier/CompanyInformation/Index/3594>

Electronic access to information: <https://kgv.doffin.no/ctm/Supplier/Documents/Folder/126183>

**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**

Ministry or any other national or federal authority, including their regional or local subdivisions

**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**

The difficult conversation - a training arena for managers in the civil service.

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

Services

Service category No 24: Education and vocational education services

Main site or place of performance: 0151 Oslo, Norway.

NUTS code NO011 Oslo

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

The notice involves a public contract

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

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

Difi invites tenderers to a tender contest for the procurement of 'The difficult conversation — a training arena for managers in the civil service'.

The aim of this procurement is to contribute to more managers in the civil service choosing to have the difficult conversation.

The target group for this learning initiative is managers in the civil service. It shall be perceived as relevant for managers at all levels in the civil service regardless of length of service and experience — from top managers to line managers, for both experienced managers and new managers.

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

80420000 E-learning services, 73220000 Development consultancy services, 80400000 Adult and other education 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**

The assignment will start 24.4.2015, and it shall be completed by 31.12.2015.

The budget limit for the procurement is NOK 1 500 000 excluding VAT. In addition there will be options. The option shall not exceed a total limit of NOK 800 000, excluding VAT.

Estimated value excluding VAT: 2 300 000 NOK

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

Options: yes

Description of options: The contracting authority shall have an option for updating, further development etc. The option can be taken up on the contracting authority's initiative over a period of 3 years after the project's content has been approved, thus up until 31.12.2018.

The option shall not exceed a total limit of NOK 800 000, excluding VAT.

Provisional timetable for recourse to these options:

in months: 44 (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 24.4.2015. Completion 31.12.2015

## **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: (1) Company registration certificate.

(2) Requirement to submit tax certificate for VAT (National requirement).

(3) Requirement to submit a tax certificate for tax (National requirement).

(4) Requirement to submit a declaration in accordance with Appendix 2 to the Regulations concerning HSE (National requirement).

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

List and brief description of conditions: Credit rating from a certified credit rating institution.

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

List and brief description of conditions:

(1) Experience from the development of digital tools and initiatives.

(2) Competence of the offered personnel within educational design, e-learning and internet education.

(3) Competence of the offered personnel within management and psychology.

#### **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**

15/00068

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

**Prior information notice**

Notice number in the OJ S: [2014/S 244-430812](#) of 18.12.2014

### **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**

9.3.2015 - 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: Nordic.

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

until: 15.5.2015

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

Date: 9.3.2015 - 12:05

Place: Official name: Direktoratet for forvaltning og IKT (Difi)

National registration number: 991825827

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**

Official name: Direktoratet for forvaltning og IKT  
Postal address: Grev Wedels plass 9, PB 8115 Dep., 0032 Oslo  
Town: Oslo  
Postal code: 0151  
Country: Norway  
E-mail: [postmottak@difi.no](mailto:postmottak@difi.no)  
Telephone: +47 22455100  
Fax: +47 22451001

**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**

22.1.2015