

Norway-Vadsø: Various office equipment and supplies

OJ S 43/2014 01/03/2014

Contract notice

Supplies

Directive 2004/18/EC

Section I: Contracting authority

I.1. Name and addresses

Official name: Fylkesmannen i Finnmark

Postal address: Statens hus, Damsveien 1

Town: Vadsø

Postal code: 9811

Country: Norway

Contact person: Finnut Consult AS

For the attention of: Tom Sottinen

E-mail: ts@finnut.no

Telephone: +47 41272386

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

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

Office supplies. County Governor of Finnmark, Norway.

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

Supplies

Purchase

Main site or place of performance: Statens hus, Damsveien 1, Vadsø.

NUTS code NO073 Finnmark

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: 3

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

Estimated value excluding VAT: 1 050 000 NOK

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

Finnut Consult AS is conducting current competitive bidding on behalf of the county governor in Finnmark.

Framework agreement with a duration of three years, from 2014 to 2017.

We wish to stress that the tender should be in accordance with the instructions described in this document. Incomplete tender answers—or answers containing reservations, errors or ambiguities that may create doubt about how the tender should be assessed—will be rejected. Non-compliance with the tender documentation shall be described clearly and precisely. Incomplete tender answers—or answers containing reservations, errors or ambiguities that may create doubt about how the tender should be assessed—will be rejected. Non-compliance with the tender documentation shall be described clearly and precisely. This is to be done electronically in Mercell by pressing the 'Gi tilbud' [Make offer] tab, and then to the button 'Jeg ønsker å tilby' [I want to bid] or 'Jeg ønsker ikke å tilby' [I don't want to bid]. This is intended only as an indicator of whether or not the purchaser can expect offers or not. You are not binding yourself as a tenderer by confirming that you want to bid. It is desirable that the tenderers verifies whether they want to bid as quickly as possible.

All communication in the process will take place via the Mercell portal, www.mercell.no This is because all communication must be logged. Once you have entered the competitive tender process, choose the 'Kommunikasjon' [Communication] tab. Next, click 'Ny melding' [New message]. Enter your information for the contracting authority and then Enter. The contracting authority will then receive your message. If the question concerns all providers, the contracting authority will answer it anonymised, by giving the answer as an additional information for all. Additional information is available under the 'Forespørsel' [Enquiry] tab and then under the 'Tilleggsinformasjon' [Additional Information] tab. You will also receive an email with a link to the additional information.

The Contracting authority uses Mercell Sourcing Service. To express your interest, and gain access to any documents, please click on the link below or copy and paste the link into your browser

<http://permalink.mercell.com/43456501.aspx>

Then follow the instructions on the website.

II.1.6. CPV code(s)

30190000 Various office equipment and supplies, 30191000 Office equipment except furniture , 30191100 Filing equipment, 30192000 Office supplies, 30192700 Stationery, 30193000 Organisers and accessories, 30195000 Boards, 30195900 Whiteboards and magnetic boards, 30197000 Small office equipment, 30197100 Staples, tacks, drawing pins, 30197200 Ring binders and paper clips, 30197600 Processed paper and paperboard, 30197620 Writing paper , 30197640 Self-copy or other copy paper, 30199000 Paper stationery and other items, 30199200 Envelopes, letter cards and plain postcards, 30199760 Labels, 30199792 Calendars , 30200000 Computer equipment and supplies

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

II.2.2. Information about options

Options: no

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 5.5.2014. Completion 5.5.2017

Section III: Legal, economic, financial and technical information

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

Requirement to submit Tax Certificate for VAT (National requirement)

Requirement to submit Tax Certificate for tax (National requirement)

Requirement to submit declaration in accordance with Regulations attachment 2 on HSE (National requirement).

III.2.2. Economic and financial ability

List and brief description of conditions: The company's most recent annual report, including new information of relevance to the company's fiscal figures.

Submission of the company's annual financial statement or extracts thereof.

III.2.3. Technical and professional ability

List and brief description of conditions:

The company's most important deliveries over the last 3 years, including their value, time frame and recipient (regarding goods and service contracts).

Samples, descriptions and/or prospectuses for the products to be supplied to the recipient (applicable to product contracts).

III.2.4. Information about reserved contracts

III.3. Conditions specific to services contracts

III.3.1. Information about a particular profession

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

Section IV: Procedure

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

IV.3.2. Previous publication concerning this procedure

no

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

Time limit for receipt of requests for documents or for accessing documents: 7.4.2014 - 12:00
Payable documents: no

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

7.4.2014 - 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: 7.8.2014

IV.3.8. Conditions for opening of tenders

Date: 7.4.2014 - 14:00

Place:

Tollbugata 7, 9800 Vadsø, Norway.

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

Section VI: Complementary information

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

27.2.2014