

NO-Stavanger: Office, school and office equipment cleaning services

OJ S 60/2013 26/03/2013

Contract notice

Services

Directive 2004/18/EC

Section I: Contracting authority

I.1. Name and addresses

Official name: Statens kartverk Sjø

Postal address: Tinnegata 8, Postboks 60

Town: Stavanger

Postal code: 4001

Country: Norway

For the attention of: Cathrine Jacobsen Sunde

E-mail: cathrine.jacobsen.sunde@kartverket.no

Telephone: +47 51858700

Fax: +47 51858701

Internet address(es):General address of the contracting authority: www.kartverket.noAddress of the buyer profile: http://www.doffin.no/search/Search_AuthProfile.aspx?ID=AA9264**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

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

Purchase of cleaning services - The Norwegian Mapping Authority Hydrographic Service.

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

Services

Service category No 14: Building-cleaning services and property management services

Main site or place of performance: Stavanger, Norway.

NUTS code

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)

The tender is for general cleaning at specified frequency, periodic cleaning, interior and exterior window cleaning and thorough cleaning ("spring cleaning") when needed. Establishment and maintenance of floor care and cleaning of walls and ceilings shall be included in the price of the general cleaning. The tender applies to the Awarding Authority's offices in Stavanger. More information about the tenders purpose and scope is included in Appendix 1 of the requirement specifications.

Note: To register your interest in this notice and obtain any additional information please visit the Doffin Web Site at http://www.doffin.no/Search/Search_Switch.aspx?ID=288152

II.1.6. CPV code(s)

90919000 Office, school and office equipment cleaning services, 90911000 Accommodation, building and window cleaning 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 tender is for general cleaning at specified frequency, periodic cleaning, interior and exterior window cleaning and thorough cleaning ("spring cleaning") when needed. Establishment and maintenance of floor care and cleaning of walls and ceilings shall be included in the price of the general cleaning. The tender applies to the Awarding Authority's offices in Stavanger. More information about the tenders purpose and scope is included in Appendix 1 of the requirement specifications.

II.2.2. Information about options

Options: yes

Description of options: The Awarding Authority has an option to extend the contract with the same terms by 1 + 1 year(s) so the total possible contract length is for 4 years.

An extension of the contract must be applied no later than 4 months before the expiry 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

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: (1) Company registration certificate.

(2) Value added tax certificate (National requirement).

(3) Company tax certificate (National requirement)

(4) Self-declaration in compliance with Appendix 2 (HSE) of the Norwegian procurement regulations (National requirement).

The supplier shall be a legally established company.

The supplier shall have orderly conditions with regard to tax payments and VAT payments.

The supplier shall have a functioning HSE-safety system.

III.2.2. Economic and financial ability

List and brief description of conditions: (1) Other documentation required (please state below).
Credit appraisal / rating from an approved credit institution, not older than 6 months must be included with the bid.

Minimum level(s) of standards possibly required: The supplier shall have the financial capacity to perform the contract.

III.2.3. Technical and professional ability

List and brief description of conditions:

(1) Other documentation required (please state below).

The supplier shall submit a list of the 5 most important assignments from the last 3 years, including information about the values, dates and recipients (name, telephone number and email address).

Summary of CV's with a description of formal education and work experience.

Minimum level(s) of standards possibly required:

The supplier shall have experience from a minimum of 5 similar assignments.

Cleaning supervisor / contact person shall have the necessary expertise to carry out the assignment.

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

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract: yes

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

13/02496.

IV.3.2. Previous publication concerning this procedure

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: 29.4.2013

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

6.5.2013 - 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: 31.7.2013

IV.3.8. Conditions for opening of tenders

Date: 6.5.2013 - 12:00

Place:

Tinngata 8, Stavanger Norway.

Section VI: Complementary information

VI.1. Information about recurrence

VI.2. Information about European Union funds

VI.3. Additional information

There will be a site inspection with all of the suppliers on 9.4.2013, at 14:00 the location will be Tinngata 8, Norway.

Suppliers are requested to submit any questions by e-mail by 8.4.2013 at 12:00 so that the Awarding Authority can have the opportunity to prepare answers for these questions and all questions will be anonymous. Minutes from the site inspection will be sent out without delay to all of suppliers who have received the tender documents.

Registration for the site inspection shall be sent via e-mail to the Awarding Authority's contact person.

Expenses and other costs in connection with the inspection / conference are to be covered by the suppliers.

(NT Ref:288274).

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

22.3.2013