

NO-Askim: financial analysis and accounting software package

OJ S 67/2012 05/04/2012

Contract notice

Supplies

Directive 2004/18/EC

Section I: Contracting authority

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**I.1. Name and addresses**

Official name: Indre Østfold Data IKS  
Postal address: Dr.Randersgt 3, Pb 25  
Town: Askim  
Postal code: 1801  
Country: Norway  
For the attention of: Vegard Eliassen  
Telephone: +47 97789090

**Internet address(es):**

General address of the contracting authority: [www.smikt.no](http://www.smikt.no)  
Address of the buyer profile: [http://www.doffin.no//search/Search\\_AuthProfile.aspx?ID=AA28931](http://www.doffin.no//search/Search_AuthProfile.aspx?ID=AA28931)

**Additional information can be obtained from:**

Official name: Indre Østfold Data IKS  
Postal address: Dr.Randersgt 3, Pb 25  
Town: Askim  
Postal code: 1801  
Country: Norway  
For the attention of: Vegard Eliassen  
E-mail: [ve@smikt.no](mailto:ve@smikt.no)  
Telephone: +47 95130127  
Internet address: [www.smikt.no](http://www.smikt.no)

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

Official name: Indre Østfold Data IKS  
Postal address: Dr.Randersgt 3, Pb 25  
Town: Askim  
Postal code: 1801  
Country: Norway  
For the attention of: Vegard Eliassen  
E-mail: [ve@smikt.no](mailto:ve@smikt.no)  
Telephone: +47 95130127  
Internet address: [www.smikt.no](http://www.smikt.no)

**Tenders or requests to participate must be submitted:** the abovementioned address

**I.2. Type of the contracting authority**

Other: Intermunicipal company

**I.3. Main activity**

Other: ICT operations

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

The contracting authority is purchasing on behalf of other contracting authorities: yes

Official name: Askim municipality

Official name: Eidsberg municipality

Official name: Hobøl municipality

Official name: Skiptvet municipality

Official name: Spydeberg municipality

Official name: Trøgstad municipality

## 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

New ERP-system for the municipalities in Indre Østfold Data IKS.

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

Supplies

Purchase

Main site or place of performance: Askim, 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 owner municipalities of Indre Østfold Data IKS (IØD) currently have two different financial systems: 5 of the municipalities use EDB Resource and Activity Management (ERV), whilst 1 municipality has Visma Enterprise.

IØD would like to establish a contract with one service provider for an ERP system for the owner municipalities. The system can be offered for installation in the awarding authority's premises and/or as a central system.

The municipalities shall have joint applications, but separate databases.

Spydeberg and Hobøl municipalities are in the process of establishing a joint accounting office, but, at the time of this tender's notice lack a political decision on this. These municipalities would like an option to use the new ERP system.

See the annex on options.

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=255099](http://www.doffin.no/Search/Search_Switch.aspx?ID=255099).

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

48440000 Financial analysis and accounting software package, 48444100 Billing system, 79211110 Payroll management services, 48490000 Procurement software package

#### 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**

A fully developed system shall serve a minimum of 5000 wage earners. Based on statistics and obtained information, the following total accounting volume is estimated in the municipalities in 2011: 2 379 000 000 NOK.

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

Options: yes

Description of options: Spydeberg and Hobøl municipalities are in the process of establishing a joint accounting office, but, at the time of this tender's notice lack a political decision on this. These municipalities would like an option to use the new ERP system.

See the annex on options.

Provisional timetable for recourse to these options:  
in months: 36 (from the award of the contract)

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

This contract is subject to renewal: yes

Number of possible renewals: 4

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

in months: 12 (from the award of the contract)

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

Duration in months: 36 (from the award of the contract)

## **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) Evidence of enrolment on the professional or trade register, as required by national law, in the country where the company is established;  
(3) Value added tax certificate (national requirement);  
(4) Company tax certificate (national requirement);  
(5) Self-declaration in compliance with Appendix 2 (HSE) of the Norwegian procurement regulations (national requirement);

(6) Other documentation required (please state below).  
HSE self-declaration.

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

List and brief description of conditions: (1) The company's most recent annual report including new information of relevance to the company's accounting figures;

(2) Presentation of the company's annual accounts, or extracts thereof;

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

Credit rating, not older than 6 months, based on the last known accounting figures. Carried out by a publicly certified credit rating institution.

Minimum level(s) of standards possibly required: Rating shall be "AAA" or equivalent.

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

List and brief description of conditions:

(1) Manpower proposed for this contract (organisation chart) with names and CV's of the key personnel who will be responsible for its execution (for service and works contracts);

(2) A list of the principal deliveries effected, or main services provided, by the company, in the past three years, with the values, dates and recipients (for supply and service contracts);

(3) A statement of the company's health, environment and safety policy;

(4) A statement of the quality assurance/quality control system operated by the company;

(5) A certificate issued by an accredited certification authority attesting to the quality assurance, production or technical capacity of the company, or equivalent documentation (for service and works contracts);

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

As regards the manpower for this assignment, confirmation shall be given that the awarding authority will have a permanent contact person and that all communication with service providers will be in Norwegian.

Minimum level(s) of standards possibly required:

Tenderers shall provide a detailed description of the practical service and follow up in the contract period including the name of contact persons that will be used in this contract.

Tenderers are to give a description of how the system will be implemented and what progression is planned as regards the implementation of the modules stated in the specifications.

List of 3 references for equivalent contracts. The customer, contact person, e-mail address, and telephone number shall be given for each reference.

### **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**

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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**

2012-002-A

##### **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: 11.5.2012

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

21.5.2012 - 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: 22.10.2012

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

Date: 22.5.2012 - 12:00

Place:

Dr. Randersgt. 3, 1830 Askim, Norway.

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

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

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

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

(NT Ref:255132).

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

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

Official name: Indre Østfold Data IKS

Postal address: Postboks 25

Town: Askim

Postal code: 1801

Country: Norway

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

Telephone: +47 97789090

Internet address: [www.smikt.no](http://www.smikt.no)

**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**

4.4.2012