

**Norway-Oslo: Application service providers**

OJ S 77/2015 21/04/2015

**Contract notice****Services****Directive 2004/18/EC****Section I: Contracting authority**

---

**I.1. Name and addresses**

Official name: Arbeids- og velferdsdirektoratet, Økonomiavdelingen, Anskaffelsesseksjonen

National registration number: 889640782

Postal address: Postboks 5, St Olavs plass

Town: Oslo

Postal code: 0130

Country: Norway

For the attention of: Mildrid Kvalvik

E-mail: [nav.anskaffelser.ikt@nav.no](mailto:nav.anskaffelser.ikt@nav.no)

Telephone: +47 21071000

Fax: +47 21071010

**Internet address(es):**General address of the contracting authority: <http://www.nav.no>Address of the buyer profile: <https://kgv.doffin.no/ctm/Supplier/CompanyInformation/Index/1002>Electronic access to information: <https://kgv.doffin.no/ctm/Supplier/Documents/Folder/130734>**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**

IT based recruitment tool.

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

Services

Service category No 7: Computer and related services

Main site or place of performance: Oslo, Norway.

NUTS code NO Norge

### **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)**

A new recruitment system shall be procured that shall contribute to making the work processes more efficient with cost savings by resource savings in administrative support functions and as an important tool in efficient performance management.

A new recruitment system shall see to established routines and shall contribute to further development of the recruitment process in NAV. We would like a recruitment tool that sees to both potential applicants (through a CV-database), applicants, HR/personnel employees and managers' needs for a safe, secure and simple recruitment process.

The aim of the new recruitment system is that it shall be an important part of creating uniformity in the recruitment process in NAV, and it shall give the applicant a positive experience and therefore contribute to increasing the quality of NAV's reputation and strengthen the profiling of NAV.

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

72416000 Application service providers, 79600000 Recruitment services, 48000000 Software package and information systems, 48450000 Time accounting or human resources 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**

The number of new positions can vary greatly from 1 year to another. More than 1 500 jobs were announced in 2014. There are an average of 30-50 applicants per job advertisement. The administrative assignments connected to the recruitment process are carried out by all NAV units nationwide and by the Directorate of Labour and Welfare. The system will be used in several levels, and by different persons in different parts of the recruitment process. This includes those who publish the positions in the system (this is currently centralised), to those who process the applications afterwards, this can be HR persons from the entire department and individual managers as recruiters, as well as others who are involved in the recruitment project.

Approx. 2 000 executive officers in NAV will require access to the system for the employment processes.

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

Options: no

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

This contract is subject to renewal: yes

Number of possible renewals: 2

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

Duration in months: 024 (from the award of the contract)

## **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: Tenderers are required to present:

- Tax certificate;
- VAT certificate;
- HSE self-declaration.

The service provider is required to be a legally established company, documented by:

- Norwegian service providers: Company registration certificate from the Brønnøysund Register Centre.
- Foreign service providers: Certificate for registration in the Register of Business Enterprises as prescribed in the legislation of the state in which the provider is established.

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

List and brief description of conditions: Service providers are required to have the financial ability to implement the contract. A 'good creditworthiness' or better credit rating satisfies this requirement. The contracting authority will obtain a credit rating carried out by Experian; see [www.experian.no](http://www.experian.no)

If the tenderer feels that the credit rating will not provide an accurate picture, please send supplementary information together with the qualification application.

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

List and brief description of conditions:

A excellent ability to deliver is required, documented by:

- Description of the service provider's technical capacity and professional qualifications. A description is requested regarding the capacity of the relevant entities at the service provider. With regard to qualifications, a short overview of the general relevant expertise at the service provider's disposal, is requested.

The personnel proposed to the assignment should not be specified, and CVs should not be submitted.

Experience from similar deliveries is required, documented by:

The service provider's principal deliveries over the last 3 years, including a description of the

assignments, the values, time frames and recipients.

A good, well functioning quality assurance system is required, documented by:  
Description of quality assurance methods and/or certificate issued by a certification body, which confirms compliance with the quality assurance standard ISO 9000 or equivalent.

#### **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**

---

#### **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**

14-5173

##### **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**

28.5.2015 - 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: Norwegian.

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

until: 1.9.2015

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

Date: 28.5.2015 - 12:30

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**

16.4.2015