

Norway-Ås: Accommodation cleaning services  
OJ S 90/2015 09/05/2015  
Contract notice  
Supplies

Directive 2004/18/EC

Section I: Contracting authority

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**I.1. Name and addresses**

Official name: Bioforsk  
Postal address: Fredrik A. Dahls vei 20A  
Town: Ås  
Postal code: 1432  
Country: Norway  
For the attention of: Børge Jensen  
E-mail: [borge.jensen@bioforsk.no](mailto:borge.jensen@bioforsk.no)

**Internet address(es):**

Electronic access to information: <http://permalink.mercell.com/50845395.aspx>  
Electronic submission of tenders and requests to participate: <http://permalink.mercell.com/50845395.aspx>

**Additional information can be obtained from:**

Official name: Mercell Norge AS  
Postal address: Karihaugveien 89  
Town: Oslo  
Postal code: 1086  
Country: Norway  
E-mail: [support@mercell.com](mailto:support@mercell.com)  
Internet address: <http://permalink.mercell.com/50845395.aspx>

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

Official name: Mercell Norge AS  
Postal address: Karihaugveien 89  
Town: Oslo  
Postal code: 1086  
Country: Norway  
E-mail: [support@mercell.com](mailto:support@mercell.com)  
Internet address: <http://permalink.mercell.com/50845395.aspx>

**Tenders or requests to participate must be submitted:** Official name: Mercell Norge AS

Postal address: Karihaugveien 89  
Town: Oslo  
Postal code: 1086  
Country: Norway  
E-mail: [support@mercell.com](mailto:support@mercell.com)  
Internet address: <http://permalink.mercell.com/50845395.aspx>

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

National or federal agency/office

**I.3. Main activity**

Other: research

#### **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**

2015/8 Procurement of framework agreement for the purchase of cleaning services for Bioforsk /NIBIO Ås.

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

Supplies

Purchase

Main site or place of performance: Ås, Norway.

NUTS code NO012 Akershus

#### **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: 4

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

Estimated value excluding VAT: 4 000 000 NOK

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

Bioforsk is a research institute with expertise at a high international level within agriculture, food production, plant health, the environment and resource management. Bioforsk also focuses on research based innovation and value creation. Sustainable resource use is a fundamental premise. Bioforsk has 7 research centres with approx. 450 employees and departments nationwide. Bioforsk is organised under the Ministry of Agriculture and Food (LMD) as an administrative body with special authority.

The Norwegian Government decided on 19.6.2014, to merge Bioforsk, The Norwegian Forest and Landscape Institute and the Norwegian Agricultural Economics Research Institute (NILF) into one research institute. The purpose of the merger is to establish a professional and economically robust research and development environment, which delivers knowledge of high quality and relevance to industry and administration.

The merger shall occur from 1.7.2015. The new institute shall be an administrative body with special authority and have it's own board, with it's head office at Ås, local offices in Oslo and regional units.

The new institute will, like the current three institutes, be subject to the Ministry of Agriculture and Food, and has been given the name, The Norwegian Institute of Bioeconomy Research (NIBIO). It has been decided that the Business Register Number of Bioforsk shall be used for the new institute. The attached enquiry is linked to the Business Register Number which will be transferred to the new institute.

The current Bioforsk (Business Register Number 988 983 837) Ås, needs a framework agreement with one supplier for cleaning services. The procurement has the purpose of covering Bioforsk's need for daily, periodical, spring and cleaning to order of their premises at

Ås, distributed over two separate buildings. The Contracting Authority has decided that the delivery shall be in accordance to NS-INSTA 800. The agreement shall cover cleaning of approximately 7 500 square metres.

The duration of the agreement shall be 12 months from the contract signing date. The Contracting Authority aims to be started from 1.8.2015. The Contracting Authority has the option to extend the contract subject to the verbatim terms by 1 + 1 + 1 years, so that the total possible length of the agreement is 4 years.

The Contracting Authority uses Merzell 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.merzell.com/50845395.aspx>). Then follow the instructions on the website.

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

90911100 Accommodation cleaning services, 90910000 Cleaning services, 90919200 Office 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**

Estimated value excluding VAT: 4 000 000 NOK

**II.2.2. Information about options**

**II.2.3. Information about renewals**

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

Start 1.8.2015. Completion 1.8.2019

**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: The tenderer shall have their affairs in order with respect to the payment of tax, employer contribution and VAT. Documentation requirement: Tax certificate for tax and VAT shall be loaded onto Merccell and shall not be older than 6 months.

The tenderer must fulfil Norwegian HSE requirements for work that is carried out in Norway. Documentation requirement: HSE self-declaration shall be signed by the employer and employee representative.

The tenderer must be a legally established company. Documentation requirement: Company registration certificate.

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

List and brief description of conditions: The tenderer shall have sufficient financial strength to be able to comply with the contractual obligations. Documentation requirement: Credit assessment/rating, not older than 6 months, based on the last known fiscal figures. The rating should be carried out by a government approved credit rating institution. (Upload in the Merccell module for qualification requirement) Alternative: The tenderer's Annual Financial Statements including notes with the board and auditor's reports from 2013, and any newer relevant information.

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

List and brief description of conditions:

Tenderer shall be an approved cleaning business for delivery of cleaning services to government businesses, and all employees in the tenderer's business shall at all times have an ID card in accordance with Regulations on official approval of cleaning businesses and about the purchase of cleaning services. Documentation requirement: Documentation which confirms that the business is a government approved cleaning business, and copies of ID cards for the persons who will have a performing role in regard to this agreement.

The tenderer is required to have an environmental management system which meets the requirements of the Eco-lighthouse programme according to relevant trade requirements or fulfil equivalent requirements. An environmental management system can be a simplified system that is part of the company's internal HSE system, or it can be a third-party verified system such as Eco-Lighthouse, ISO 14001 or EMAS. It is an important point that the environmental management system shall be anchored in upper management in the business, and that it is regularly updated (as a rule annually or every third year). Documentation requirement: The tenderer shall attach a valid certificate. Or the tenderer shall deliver a description of their environmental management system, which explains how it fulfils the requirements of Eco-Lighthouse. As a guide for what should be in the system, tenderers can refer to:

<http://rapportering.miljofyrtarn.no/CrystalReport/BransjekravPDFs/0.pdf> and

<http://rapportering.miljofyrtarn.no/CrystalReport/BransjekravPDFs/47.pdf>

A good, efficient quality assurance system is required. Documentation requirement: Certification in accordance with ISO 9000 or equivalent, possibly a statement of the company's quality assurance and quality management system. Certification from a third party is sufficient if available. If the tenderer chooses to themselves account for fulfilment of this requirement, the report must substantiate beyond any doubt that the Tenderer has an implemented quality assurance and quality management system.

The tenderer is required to have experience and capacities that will enable them to carry out the delivery in it's entirety and in a good manner. Documentation requirement: Presentation

/summary of the Contracting Authority's organisation, from upper management all the way to the executing section. Overview must as a minimum show the organisation from the top management to the executing section for this delivery. The presentation shall also contain information about the Tenderer's other capacities (machine fleet/special equipment), sister companies, subsidiary companies, any branches which will have a role in regard to this delivery. (Uploads to Merzell in the module for qualification requirements).

#### **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**

2015/8

##### **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**

18.6.2015 - 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: 18.9.2015

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

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**

**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**

6.5.2015