

Norway-Sola: Software package and information systems

OJ S 97/2016 21/05/2016

Contract notice

Supplies

Directive 2004/18/EC

Section I: Contracting authority

I.1. Name and addresses

Official name: Sola komune (Sola municipality)

National registration number: 948243113

Postal address: Rådhusv. 21

Town: Sola

Postal code: 4050

Country: Norway

For the attention of: Njål Horpestad

E-mail: innkjop.kontrakt@sola.kommune.no

Telephone: +47 51653355

Internet address(es):Address of the buyer profile: <https://kgv.doffin.no/ctm/Supplier/CompanyInformation/Index/2537>Electronic access to information: <https://kgv.doffin.no/ctm/Supplier/Documents/Folder/144250>**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**

Regional or local authority

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**

Procurement of a case and archive system, with the accompanying service and maintenance contract.

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

Supplies

Rental

Main site or place of performance: Sola, Norway.

NUTS code NO043 Rogaland

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 aim of the procurement of a new case and archive system is that it shall contribute to making the electronic document management more efficient and to increasing document capture and information security in Sola municipality. The system shall have a simple and functional web based user interface. All the functions ought to be usable on tablets and smart telephones.

The system shall, in a simple and user friendly way, facilitate electronic interaction as the first choice internally and externally and so contribute to realising the aims in the action and finance plan on a digital municipality. The system shall support the open government principle and give insight options in a public electronic journal that is easy to search in, with functionality for requesting insight in several case documents in one operation.

II.1.6. CPV code(s)

48000000 Software package and information systems, 48300000 Document creation, drawing, imaging, scheduling and productivity software package, 48310000 Document creation software package, 48311000 Document management software package, 48219300 Administration 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

1.4.1 The system shall be able to adapt to the current organisation structure and the archive structure in Sola municipality. The system shall be rolled out to all the current users. There are currently approx. 700 users. The system must allow for the centralisation of several municipal entities, municipal companies and intermunicipal companies. In addition allowance must be made for possible changes in the political organisation of Sola municipality (from the executive committee model to parliamentarism).

The production environment is divided into two zones, an internal zone and a secure zone, based on the necessary security and sensitivity level in accordance with the Norwegian Data Protection Authority's recommendations. The system must be delivered with this security architecture in mind.

II.2.2. Information about options

Options: yes

Description of options: A contract will be signed for the maintenance and service of equipment and software (the Maintenance Contract, SSA-V) for 4 years, followed by an option for an extension of the maintenance contract for a further 2 + 2 + 2 years.

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: The contracting authority requires tenderers who wish to participate in the competition to demonstrate that they are registered in a trade index or other enterprise register as prescribed in the legislation in the country in which they are established.

Documentation of this (e.g. a Business Registration Certificate from the Brønnøysund Register Centre) shall be enclosed with the tender.

III.2.2. Economic and financial ability

List and brief description of conditions: Tenderers must have the financial ability to carry out the contract.

As documentation the Contracting Authority will obtain a credit rating from Experian. The tenderer must achieve a minimum rating of 'creditworthy'.

The tenderer is expected to have familiarised himself with registered information about the company and by submission of the tender accepts that the information will be obtained and form the basis of the assessment of the tenderer's financial situation.

If the tenderer knows that the requirement regarding the financial capacity to carry out the contract cannot be met via the credit rating as specified above, the tenderer can submit other documentation with the tender that confirms a satisfactory financial capacity.

If the contracting authority's credit information about the individual company does not include a credit rating, the contracting authority will seek to have this documentation requirement met in another way, either by assessing whether the financial capacity is satisfactory based on the other information that should be available in the solution from Experian or by obtaining other documentation.

III.2.3. Technical and professional ability

List and brief description of conditions:

Experience from equivalent contracts is required. Equivalent contracts means the delivery of a case and archive system. Documentation is required of a good ability to fulfil the contract.

To document this, a list of key deliveries or services provided during the past three years must be enclosed. This shall contain information concerning:

- Short description of the assignment's complexity;
- Successful integration with other trade systems, see the general project draft point 4;
- NOARK certification for each delivery;
- Size or value of the deliveries;
- Time (contract period);
- Name of and a brief description of the customers;
- Telephone number, e-mail address and name of contact persons at the customers.

Relevant customers from the list may be contacted.

The supplier shall have the necessary capacity and expertise to meet the needs associated with delivery of the assignment. An overview of staffing for this assignment with CV's of the key personnel who will carry out the assignment shall be attached.

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: yes

Section IV: Procedure

IV.1. Type of procedure

IV.1.1. Type of procedure

Negotiated

Some candidates have already been selected (if appropriate under certain types of negotiated procedures) no

IV.1.2. Information about the limits on the number of candidates to be invited

Envisaged minimum number 3

Objective criteria for choosing the limited number of candidates: The tenders will be ranked according to who is the best qualified after an assessment of the qualification criteria 'the tenderer's technical and professional qualifications'.

IV.1.3. Information about reduction of the number of solutions or tenders during negotiation or dialogue

Recourse to staged procedure to gradually reduce the number of solutions to be discussed or tenders to be negotiated no

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

16/1560

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

30.6.2016 - 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

IV.3.8. Conditions for opening of tenders

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

18.5.2016