

Norway-Otta: Time accounting or human resources software package

OJ S 108/2016 07/06/2016

Contract notice

Services

Directive 2004/18/EC

Section I: Contracting authority

I.1. Name and addresses

Official name: Regiondata

National registration number: 990494231

Postal address: Skansen 7

Town: Otta

Postal code: 2670

Country: Norway

For the attention of: Øyvind Kjølraug

E-mail: oyvind@odinprosjekt.no

Telephone: +47 91743219

Internet address(es):General address of the contracting authority: <http://www.nord-gudbrandsdal.no/regiondata>Electronic access to information: [http://eu.eu-supply.com/app/rfq/rwlentrance_s.asp?](http://eu.eu-supply.com/app/rfq/rwlentrance_s.asp?PID=166287&B=KGVLIGHT)[PID=166287&B=KGVLIGHT](http://eu.eu-supply.com/app/rfq/rwlentrance_s.asp?PID=166287&B=KGVLIGHT)Electronic submission of tenders and requests to participate: http://eu.eu-supply.com/app/rfq/rwlentrance_s.asp?PID=166287&B=KGVLIGHT**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: yes

Official name: Lom kommune

Official name: Sel kommune

Official name: Lesja kommune

Official name: Dovre kommune

Official name: Skjåk kommune

Official name: Vågå kommune

Section II: Object of the contract

II.1. Description

II.1.1. Title attributed to the contract by the contracting authority

Rota System.

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: Nord-Gudbrandsdal, Norway.

NUTS code NO022 Oppland

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)

RegionData shall, on behalf of its owner municipalities: Skjåk, Lom, Vågå, Sel, Dovre and Lesja, announce a tender for the procurement of a new Rota System. The Rota System shall be mainly used within nursing and welfare, typically old peoples and nursing homes and home base care, but it shall also be used in other municipal units where appropriate.

II.1.6. CPV code(s)

48450000 Time accounting or human resources software package, 48000000 Software package and information systems, 48332000 Scheduling software package, 48451000 Enterprise resource planning 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

RegionData shall, on behalf of its owner municipalities Skjåk, Lom, Vågå, Sel, Dovre and Lesja, announce a tender for the procurement of a new Rota System.

The Rota System shall be mainly used within nursing and welfare, typically old peoples and nursing homes and home base care, but it shall also be used in other municipal units where appropriate.

RegionData does not want to set limitations on whether the rota system shall be a cloud service or, for example, terminal based, etc.

Further information on the contents of the procurement can be found in Part II.

II.2.2. Information about options

Options: no

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: Requirement:

The tenderer shall have the tax, payroll tax and VAT payments in order.

Documentation requirement:

Certificate for tax and VAT. The certificate shall not be more than 6 months from the tender deadline. The certificate can be obtained electronically in Altinn. For further information, see Skatteetaten.no

For foreign tenderers:

Foreign tenderers must submit equivalent certificates from the country of origin, that substantiate that payment of taxes and duties is in order. If the authorities in the relevant country do not issue such certificates, the tenderer shall submit a statement which verifies that all taxes and duties have been paid. The declaration shall be approved and signed by the tenderer's Financial Director/ person responsible for Finance.

III.2.2. Economic and financial ability

Minimum level(s) of standards possibly required: Requirement:

Tenderers shall have sufficient financial capacity to fulfil the contract, including satisfactory turnover, earnings, degree of liquidity and equity. The payment experience must be satisfactory.

Documentation requirement:

A credit assessment from a certified credit appraisal agency based on the most recent known accounting figures. The key figures in the requirement must be presented together with an assessment of the tenderer's payment experience.

Alternative:

The annual accounts for the last 2 years, including the auditor's reports, in addition to recent information of relevance for the company's accounting figures.

III.2.3. Technical and professional ability

Minimum level(s) of standards possibly required:

Requirement:

The tenderer shall have good experience with the execution of equivalent deliveries.

Documentation requirement:

A list with an overview of equivalent assignments during the previous 3 years. The list shall as a minimum contain:

- Name of customer;
- The assignment's extent;

- Description of the company's role;
- Contract value for the tenderer;
- Date;
- A brief description of the assignment.

Preferably use annex 5.

Requirement:

Competence and capacity:

Tenderers shall have resources with good competence and experience to fulfil the assignment.

Documentation requirement:

A simple description of the technical personnel that the tenderer can use for fulfilment of all the requested contract requirements, see the tender documentation part II.

Requirement:

Quality assurance:

The tenderer shall have satisfactory procedures for quality assurance.

Documentation requirement:

The qualification requirement can be documented in 1 of the following manners:

Alternative 1: A copy of a valid certificate showing that the tenderer is certified in accordance with ISO 9001 or equivalent standard.

Alternative 2: A description of the tenderer's quality assurance methods.

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

RD 2016-01

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

12.8.2016 - 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

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

3.6.2016