

Norway-Oslo: Filing services

OJ S 70/2023 07/04/2023

Contract notice**Services****Legal Basis:**

Directive 2014/24/EU

Section I: Contracting authority

I.1. Name and addresses

Official name: Oslo kommune v/ Velferdsetaten

National registration number: 997 506 413

Postal address: Storgata 51

Town: Oslo

NUTS code: NO Norge

Postal code: 0182

Country: Norway

Contact person: Andreas Brodahl

E-mail: andreas.brodahl@vel.oslo.kommune.no

Telephone: +47 21802180

Internet address(es):Main address: www.oslo.kommune.noAddress of the buyer profile: <https://eu.eu-supply.com/ctm/Company/CompanyInformation/Index/309822>**I.3. Communication**The procurement documents are available for unrestricted and full direct access, free of charge, at: http://eu.eu-supply.com/app/rfq/rwlenrance_s.asp?PID=359297&B=OSLO

Additional information can be obtained from the abovementioned address

Tenders or requests to participate must be submitted electronically via: http://eu.eu-supply.com/app/rfq/rwlenrance_s.asp?PID=359297&B=OSLO

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

I.4. Type of the contracting authority

Regional or local authority

I.5. Main activity

General public services

Section II: Object

II.1. Scope of the procurement**II.1.1. Title**

Procurement of storing, organising, and media conversion of archive/material

Reference number: 23/463

II.1.2. Main CPV code

79560000 Filing services

II.1.3. Type of contract

Services

II.1.4. Short description

Oslo Municipality, c/o the Agency for Welfare, invites tenderers to an open contest for the procurement of storing, organising, and media conversion of archive material.

The assignment consists of the following lots:

Lot 1: Transport and storage of archive material that has already been organised.

Lot 2: Tidying and organising archives from institutions from the late 1970s until 2021.

Lot 3: Media conversion of the case archive from DocuLive 2012-2019.

The assignment can be delivered altogether, i.e., tenderers can offer both storage, organising, and media conversion. Tenderers can also submit tenders for the following lots:

Lot 1 Storage

Lot 2 Organising, and lot 3 media conversion (must be delivered together).

See the tender documentation for further information.

II.1.5. Estimated total value

Value excluding VAT: 4 400 000,00 NOK

II.1.6. Information about lots

This contract is divided into lots: yes

Tenders may be submitted for all lots

II.2. Description

II.2.1. Title

Storage of archive material

Lot No: 1

II.2.2. Additional CPV code(s)

79995100 Archiving services

II.2.3. Place of performance

NUTS code: NO Norge

Main site or place of performance: Norway

II.2.4. Description of the procurement

Lot 1 Storage:

Material that has been completed and organised needs storing in accordance with the requirements for special archive rooms. In addition it must be possible to look up things in the archives if needed. The Agency for Welfare would also like an option for growth in the archives for storage. See the tender documentation for further information.

II.2.5. Award criteria

Criteria below

Price

II.2.6. Estimated value

Value excluding VAT: 1 250 000,00 NOK

II.2.7. Duration of the contract, framework agreement or dynamic purchasing system

Duration in months: 120

This contract is subject to renewal: no

II.2.10. Information about variants

Variants will be accepted: no

II.2.11. Information about options

Options: yes

Description of options:

The archive material is to be kept for 10 years, with an option for storage for a further 5 years. If the option for further storage is taken up, the tenderer will be notified at the latest 12 months before the ordinary contract period expires.

If there is a need to store further archive material, the contracting authority will have an option for storage of up to 150 shelf metres. Options can be taken up for 10 years after the contract has been signed. If this option is taken up, the archive material must be stored for 10 years with an option for storage for a further 5 years. If the option is taken up, the tenderer will be notified at the latest 3 months before the start-up.

II.2.13. Information about European Union funds

The procurement is related to a project and/or programme financed by European Union funds:
no

II.2.14. Additional information

II.2. Description

II.2.1. Title

Organisation and media conversion of archive material.

Lot No: 2

II.2.2. Additional CPV code(s)

79995100 Archiving services

II.2.3. Place of performance

NUTS code: NO Norge

Main site or place of performance: EEA/EU

II.2.4. Description of the procurement

Lot 2: Organisation

Archives from institutions (late 1970s to 2021) must be organised. The material mainly consists of client files and it must be possible to look up things in them. There is little point in digitalisation as there are mainly handwritten, sensitive entries. The Agency for Welfare would also like an option for organising paper archives that are still in the service places.

Lot 3: Media conversion

The case archive from the Agency of Welfare's Doculive base (2012-2019) is to be media converted as it is still used for reference in an historical database in Acos WebSak. This is an electronic journal with electronic copies. The Agency for Welfare would like the media conversion to make the reference tool as complete as possible, and allow the Agency for Welfare to deposit the complete archive electronically.

See the tender documentation for further information.

II.2.5. Award criteria

Criteria below

Price

II.2.6.

Estimated value

Value excluding VAT: 3 150 000,00 NOK

II.2.7. Duration of the contract, framework agreement or dynamic purchasing system

Start: 12/06/2023 End: 31/12/2024

This contract is subject to renewal: no

II.2.10. Information about variants

Variants will be accepted: no

II.2.11. Information about options

Options: yes

Description of options:

Option lot 2: If there is a need for organising more client archives, the contracting authority will have an option for organising up to 135 shelf metres for up to 10 years. If the option is taken up, the tenderer will be notified at the latest 3 months before the start-up.

II.2.13. Information about European Union funds

The procurement is related to a project and/or programme financed by European Union funds:
no

II.2.14. Additional information

Section III: Legal, economic, financial and technical information

III.1. Conditions for participation

III.1.1. Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

List and brief description of conditions:

Tenderers must be a legally established company.

III.1.2. Economic and financial standing

List and brief description of selection criteria:

Tenderers must have the financial capacity to implement the contract.

Section IV: Procedure

IV.1. Description

IV.1.1. Type of procedure

Open procedure

IV.1.3. Information about a framework agreement or a dynamic purchasing system

IV.1.8. Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: no

IV.2. Administrative information

IV.2.2. Time limit for receipt of tenders or requests to participate

Date: 12/05/2023 Local time: 10:00

IV.2.3. Estimated date of dispatch of invitations to tender or to participate to selected candidates

IV.2.4. Languages in which tenders or requests to participate may be submitted

Norwegian

IV.2.6. Minimum time frame during which the tenderer must maintain the tender

Tender must be valid until: 30/06/2023

IV.2.7. Conditions for opening of tenders

Date: 12/05/2023 Local time: 10:00

Section VI: Complementary information

VI.1. Information about recurrence

This is a recurrent procurement: no

VI.3. Additional information

VI.4. Procedures for review

VI.4.1. Review body

Official name: Oslo Tingrett

Postal address: Postboks 2106 Vika

Town: Oslo

Postal code: 0125

Country: Norway

E-mail: oslo.tingrett@domstol.no

Telephone: +47 22035200

Internet address: <https://www.domstol.no/no/domstoler/tingrett/oslo-tingrett/>

VI.4.2. Body responsible for mediation procedures

Official name: KOFA

Postal address: Zander Kaaes gate 7

Town: Bergen

Postal code: 5015

Country: Norway

E-mail: post@knse.no

Telephone: +47 55193000

Internet address: <https://www.klagenemndssekretariatet.no/klagenemda-for-offentlige-anskaffelser-kofa>

VI.4.4. Service from which information about the review procedure may be obtained

Official name: Velferdsetaten

Town: Oslo

Country: Norway

VI.5. Date of dispatch of this notice

03/04/2023