

Norway-Lysaker: Travel agency and similar services

OJ S 121/2016 25/06/2016

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

I.1. Name and addresses

Official name: Nasjonalt organ for kvalitet i utdanningen (NOKUT) (The Norwegian Agency for Quality Assurance in Education)

National registration number: 985042667

Postal address: Drammensveien 288

Town: Lysaker

Postal code: 1327

Country: Norway

For the attention of: Anna Jagusz

E-mail: anna.jagusz@nokut.no

Telephone: +47 96741894

Fax: +47 21021801

Internet address(es):

General address of the contracting authority: <http://www.nokut.no>

Address of the buyer profile: <https://kgv.doffin.no/ctm/Supplier/CompanyInformation/Index/1051>

Electronic access to information: <https://kgv.doffin.no/ctm/Supplier/Documents/Folder/145416>

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

National or federal agency/office

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**

The procurement of travel agency services.

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

Services

Service category No 27: Other services

NUTS code NO0 Norge

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: 2

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

Estimated value excluding VAT: 6 000 000 NOK

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

An open tender contest for a framework agreement with NOKUT for travel agency services with a service provider who can offer professional and cost-saving official journeys.

II.1.6. CPV code(s)

63510000 Travel agency and similar 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

NOKUT would like to enter into a framework agreement for the delivery of travel agency services, including an electronic travel portal.

The travel agency services includes communication of official journeys for NOKUT's employees, hired consultants and persons travelling in connection with assignments for NOKUT. This includes all travel documents for flights and other transportation services, as well as the reservation of hotel rooms in connection with these journeys. The travel agency shall also be able to give offers when NOKUT is arranging e.g. conferences or groups.

Estimated value excluding VAT: 6 000 000 NOK

II.2.2. Information about options

Options: yes

Description of options: The contracting authority has a unilateral option to extend the contract on the same terms for a further 2 years, 1 year at a time.

II.2.3. Information about renewals

This contract is subject to renewal: yes

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

Start 26.9.2016. Completion 26.9.2018

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 tenderer shall be a legally established company.

III.2.2. Economic and financial ability

List and brief description of conditions: The tenderer shall not have arrears in connection with payment of taxes and VAT. The tenderer shall submit a tax certificate, VAT certificate and the tenderer's most recent annual report. See the tender documentation.

Minimum level(s) of standards possibly required: The tenderer must have the financial capacity to carry out the assignment/contract.

III.2.3. Technical and professional ability

List and brief description of conditions:

The tenderer shall refer to minimum 3 completed projects of relevance/equivalent to this assignment. The following documentation shall be submitted:

- A contracting authority and its contact person, with name, telephone number and email address;
- Duration of the assignment/contract;
- The scope of the assignment/contract;
- A brief description of the Tenderers tasks in the reference assignment;
- Confirmation that NOKUT can contact the stated contact persons as reference for the tender contest.

Minimum level(s) of standards possibly required:

The tenderer must have the required technical and professional qualifications. Considerable experience is required from equivalent assignments and a good, well-functioning quality assurance system. Tenderers shall have relevant experience from equivalent assignments.

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

16/00780

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

15.8.2016 - 09:00

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

Duration in days: 90 (from the date stated for receipt of tender)

IV.3.8. Conditions for opening of tenders

Date: 15.8.2016 - 11:00

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

Official name: NOKUT

Postal address: Drammesveien 288

Town: Oslo

Postal code: 0283

Country: Norway

E-mail: postmottak@nokut.no

Telephone: +47 21021800

VI.4.2. Review procedure

Precise information on deadline(s) for review procedures: 10 days after publication of contract award.

VI.4.3. Service from which information about the review procedure may be obtained

VI.5. Date of dispatch of this notice

20.6.2016