

NO-Kristiansand: office equipment except furniture

OJ S 131/2012 11/07/2012

Contract notice

Supplies

Directive 2004/18/EC

Section I: Contracting authority

I.1. Name and addresses

Official name: Knutepunkt Sørlandet - Innkjøp v/Kristiansand kommune

Postal address: Postboks 417 Lund, Kirkegata 11B, 1. etg. 4610 Kristiansand

Town: Kristiansand

Postal code: 4604

Country: Norway

Contact person: Innkjøpstjenesten

For the attention of: Gunnvor Juell Sørvig

E-mail: gunnvor.juell.sorvig@kristiansand.kommune.no

Telephone: +47 38075057

Internet address(es):

Address of the buyer profile: http://www.doffin.no//search/Search_AuthProfile.aspx?ID=AA3024

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 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: yes

Official name: KnS-i includes Søgne, Songdalen, Vennessla, Lillesand, Birkenes and Kristiansand municipalities

Section II: Object of the contract

II.1. Description

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

Agreement regarding office supplies, independent school materials, etc.

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

Supplies

Purchase

Main site or place of performance: Søgne, Songdalen, Vennessla, Birkenes, Lillesand and Kristiansand, Norway.

NUTS code

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 several operators

Number Envisaged maximum number of participants to the framework agreement: 2

Duration of the framework agreement

Duration in years: 4

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

The Awarding Authority requests tenders for delivery of office supplies, independent school materials, computer accessories and envelopes. Toner is considered as computer accessories, except toners for network printers which will be procured through framework agreements for delivery of IT equipment. Memory sticks are included in the framework agreement for IT equipment. Envelopes to Kristiansand municipality shall be delivered with municipal logo - see annex 7. The remaining municipalities requests tenders for envelopes without print.

Coffee, tea, coffee filters and associated accessories for use in the employees' small kitchenettes. It is requested that these products are fair-trade products. Other procurements of these products to nursing homes, canteens, cafes and similar units are included in the framework agreement for purchase of food from wholesaler. These products will not be included in the evaluation and the tender is not considered incomplete if these products are not included. However, the products must follow the same price model as for priced assortment, compare the products and price form. Overview of assortment with prices shall be submitted the tender.

The tenderer must as a minimum offer the requested products in accordance with products and price form as well as accompanying products in the product groups included in the tender invitation.

See part 2 for further information of the procurement.

All units at the Awarding Authority are included in the agreement. It shall also be possible for other municipal entities, including all official legal bodies and corporations established by one or several of the participating municipalities. Compare the definition given in the Public Procurement Act § 2 regarding entering into an agreement. The legal contracting party will be each individual municipality. Estimated value, excluding VAT is approx. 8 800 000 NOK.

Product Groups:

A. Office and computer accessories, as well as envelopes. Value 5 295 000 NOK;

B. Independent school materials. Value 3 560 000 NOK.

See further description of the products given in the attached product form.

The given value is not binding for the Awarding Authority or gives the supplier any rights.

The supplier must take into account that the given value is for annual call-offs and subject to considerable uncertainty. It is regarded as an indication of the size and scope of the contract.

The Awarding Authority reserves the right to enter into agreements with one supplier or several. The tenderers are invited to submit tenders for one or several product groups.

Additional division will not be accepted. Use of sub-suppliers is allowed, but if the suppliers chose to engage such, the supplier will be liable and considered the contracting party towards the participating municipalities.

NOTE: To register your interest in this notice and obtain any additional information please visit the Doffin Web Site at http://www.doffin.no/Search/Search_Switch.aspx?ID=262740.

II.1.6. CPV code(s)

30191000 Office equipment except furniture, 30192700 Stationery, 30197000 Small office equipment, 39162110 Teaching supplies

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

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: (1) Value added tax certificate (National requirement).

(2) Company tax certificate (National requirement).

(3) Self-declaration in compliance with Appendix 2 (HSE) of the Norwegian procurement regulations (National requirement).

(4) Other documentation required (please state below).

It is required that the tenderer has established an environmental policy for the company.

Documentation requirement: Documentation which describe the company's environmental policy.

III.2.2. Economic and financial ability

List and brief description of conditions: (1) Presentation of the company's annual accounts, or extracts thereof.

III.2.3. Technical and professional ability

List and brief description of conditions:

(1) A list of the principal deliveries effected, or main services provided, by the company, in the past 3 years, with the values, dates and recipients (for supply and service contracts).

(2) A statement of the quality assurance/quality control system operated by the company.

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

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

201201161

IV.3.2. Previous publication concerning this procedure

IV.3.3. Conditions for obtaining specifications and additional documents or descriptive document

IV.3.4. Time limit for receipt of tenders or requests to participate

3.9.2012 - 10:00

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

VI.2. Information about European Union funds

VI.3. Additional information

(NT Ref:262802).

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

6.7.2012