

Norway-Trondheim: Accounting services

OJ S 132/2013 10/07/2013

Contract notice

Services

Directive 2004/18/EC

Section I: Contracting authority

I.1. Name and addresses

Official name: SIVA - Selskapet for industrivekst SF

Postal address: Postboks 1253 Sluppen

Town: Trondheim

Postal code: 7462

Country: Norway

For the attention of: Terje Sæterli

E-mail: firmapost@siva.no

Telephone: +47 48039000

Fax: +47 73546250

Internet address(es):

General address of the contracting authority: www.siva.no

Address of the buyer profile: http://www.doffin.no//search/Search_AuthProfile.aspx?ID=AA4150

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

Body governed by public law

I.3. Main activity

Economic and financial affairs

Housing and community amenities

Other: Industrial policy instrument participant

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

Purchase of accounting services for SIVA - The company for industrial development SF.

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

Services

Service category No 9: Accounting, auditing and bookkeeping services

Main site or place of performance: Trondheim, Norway.

NUTS code

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)

Purchase of payroll and accounting services for SIVA - The company for industrial development SF.

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=298672

II.1.6. CPV code(s)

79211000 Accounting services, 79211110 Payroll management services, 79211200 Compilation of financial statements 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

The scope of service purchase is specified in Appendix 2 of the tender documents.

The estimated contract value is related to the total possible terms of a seven year contract with 4 years with a possible extension (options) for up to a total of 3 years.

Estimated value excluding VAT:

Range: between 21 000 000 and 24 000 000 NOK

II.2.2. Information about options

Options: yes

Description of options: The contract period is for 4 years. The Awarding Authority has the option to extend the contract with the same conditions with 1 + 1 + 1 years so that the total potential contract length is 7 years. Any extension of the contract must be released no later than six months before its expiry.

Provisional timetable for recourse to these options:

in months: 48 (from the award of the contract)

II.2.3. Information about renewals

This contract is subject to renewal: yes

Number of possible renewals: 3

In the case of renewable supplies or service contracts, estimated timeframe for subsequent contracts:

in months: 36 (from the award of the contract)

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

Duration in months: 48 (from the award of the contract)

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

The price shall remain fixed during the contract period, but may be adjusted annually in proportion to the increase in the basic amount of National Insurance.

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) Company registration certificate.

(2) Evidence of enrolment on the professional or trade register, as required by national law, in the country where the company is established.

(3) Value added tax certificate (National requirement).

(4) Company tax certificate (National requirement).

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

III.2.2. Economic and financial ability

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

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

Annual report for 2012.

Credit appraisal / rating, not older than one year, based on the most recent figures. The rating shall be performed by an approved credit rating agency and shall not be lower than D & B rating of an 'A' or equivalent.

Minimum level(s) of standards possibly required: The supplier shall have the financial capacity to complete the assignment / contract.

III.2.3. Technical and professional ability

List and brief description of conditions:

(1) Manpower proposed for this contract (organisation chart) with names and CV's of the key personnel who will be responsible for its execution (for service and works contracts).

(2) A list of the principal deliveries effected, or main services provided, by the company, in the past five years, with the values, dates and recipients (for works contracts).

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

References are requested for the two main deliveries (name, telephone and e-mail).

References will only be contacted if needed.

Details of how the assignment will be scheduled to be performed.

Description of the accounting systems.

Minimum level(s) of standards possibly required:

The bidder must have experience with similar assignments. The corresponding assignments are companies with:

consolidated / settlement

equity method

real estate activities

VAT / tax

public sector / government grants.

The bidder shall have the ability and capacity.

The provider should have the necessary expertise to carry out the assignment.

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: yes

Reference to the relevant law, regulation or administrative provision: Bidders shall be an authorized accounting firm.

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

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

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

3.9.2013 - 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
until: 1.11.2013

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

Requirement for the localization to Pirsenteret in Trondheim in association with the SIVA organization.
(NT Ref:300090)

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

5.7.2013