

**Norway-Oslo: Document management services**

**OJ S 84/2023 28/04/2023**

**Contract notice**

**Services**

**Legal Basis:**

Directive 2014/24/EU

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**Section I: Contracting authority**

**I.1. Name and addresses**

Official name: Jernbanedirektoratet

National registration number: 916 810 962

Postal address: Postboks 16 Sentrum

Town: Oslo

NUTS code: NO081 Oslo

Postal code: 0101

Country: Norway

Contact person: Hilde Karin Storvik

E-mail: [hilde.storvik@jernbanedirektoratet.no](mailto:hilde.storvik@jernbanedirektoratet.no)

Telephone: +47 92211360

**Internet address(es):**

Main address: <https://www.jernbanedirektoratet.no/>

Address of the buyer profile: <https://eu.eu-supply.com/ctm/Company/CompanyInformation/Index/338075>

**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/rwlentrance\\_s.asp?PID=353922&B=JERNBANEDIREKTORATET](http://eu.eu-supply.com/app/rfq/rwlentrance_s.asp?PID=353922&B=JERNBANEDIREKTORATET)

[PID=353922&B=JERNBANEDIREKTORATET](http://eu.eu-supply.com/app/rfq/rwlentrance_s.asp?PID=353922&B=JERNBANEDIREKTORATET)

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/rwlentrance\\_s.asp?PID=353922&B=JERNBANEDIREKTORATET](http://eu.eu-supply.com/app/rfq/rwlentrance_s.asp?PID=353922&B=JERNBANEDIREKTORATET)

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

**I.4. Type of the contracting authority**

National or federal agency/office

**I.5. Main activity**

General public services

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**Section II: Object**

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

**II.1.1. Title**

Procurement of a case management and archive system

Reference number: 202201516

**II.1.2.**

**Main CPV code**

72512000 Document management services

**II.1.3. Type of contract**

Services

**II.1.4. Short description**

The Railway directorate shall procure a complete case/archive system, based on the Noark 5 standard, with archive functionality and functions for general case management for the Railway directorate and the Norwegian Railway Museum. The system shall be integrable with multiple professional systems. Integration with tender management tools, recruitment tools and Microsoft Teams shall be part of the system. The system should be able to pass on letters via Altinn and a digital mailbox to the citizen.

There should be a low threshold for users to use the system, and at the same time give the users the tool they need to document their activities.

The system must allow further development in accordance with national requirements and user needs.

**II.1.5. Estimated total value**

Value excluding VAT: 22 400 000,00 NOK

**II.1.6. Information about lots**

This contract is divided into lots: no

**II.2. Description****II.2.2. Additional CPV code(s)**

48311000 Document management software package, 48311100 Document management system, 72268000 Software supply services, 72512000 Document management services, 79996100 Records management

**II.2.3. Place of performance**

NUTS code: NO020 Innlandet

NUTS code: NO081 Oslo

**II.2.4. Description of the procurement**

The Railway directorate shall procure a complete case management/archive system, based on the Noark 5 standard, with archive functionality and functions for general case management.

The system shall be integrable with multiple professional systems. Integration with tender management tools, recruitment tools and Microsoft Teams shall be part of the system. The system should be able to pass on letters via Altinn and a digital mailbox to the citizen.

There should be a low threshold for users to use the system, and at the same time give the users the tool they need to document their activities.

The system must allow further development in accordance with national requirements and user needs.

**II.2.5. Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

**II.2.6. Estimated value**

Value excluding VAT: 22 400 000,00 NOK

**II.2.7.**

## **Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months: 36

This contract is subject to renewal: no

### **II.2.9. Information about the limits on the number of candidates to be invited**

Envisaged number of candidates: 5  
Objective criteria for choosing the limited number of candidates:

The contracting authority will rank the suppliers in accordance with the following selection criteria if there are more than 5 (five) tenderers that have fulfilled the minimum qualification requirements:

Criterion 4.3 The tenderer's technical and professional qualifications

Under this criterion, an assessment will be made as to what degree the described reference assignments are relevant for this contract.

### **II.2.10. Information about variants**

Variants will be accepted: no

### **II.2.11. Information about options**

Options: yes

Description of options:

The contract period is 3 years. The contracting authority will have an option for extending the agreement for a further 5 years (1 + 1 + 1 + 1 + 1 years), to a maximum period of 8 years.

### **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**

Two agreements shall be entered with one provider that shall provide services to the Railway directorate and the Norwegian Railway Museum. The specification of requirements for the Norwegian Railway Museum is a scaled-down version of the Norwegian Railway Directorate's specification.

## **Section III: Legal, economic, financial and technical information**

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### **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:

See the tender documentation.

#### **III.1.2. Economic and financial standing**

List and brief description of selection criteria:

See the tender documentation.

Minimum level(s) of standards possibly required:

See the tender documentation.

#### **III.1.3. Technical and professional ability**

List and brief description of selection criteria:

See the tender documentation.

Minimum level(s) of standards possibly required:

See the tender documentation.

### **III.2. Conditions related to the contract**

#### **III.2.2. Contract performance conditions**

See the tender documentation.

## **Section IV: Procedure**

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### **IV.1. Description**

#### **IV.1.1. Type of procedure**

Competitive procedure with negotiation

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

#### **IV.1.5. Information about negotiation**

#### **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: 30/05/2023 Local time: 16:00

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

Date: 16/06/2023

#### **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: 31/12/2023

## **Section VI: Complementary information**

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### **VI.1. Information about recurrence**

This is a recurrent procurement: no

### **VI.2. Information about electronic workflows**

Electronic invoicing will be accepted

### **VI.3. Additional information**

### **VI.4. Procedures for review**

#### **VI.4.1. Review body**

Official name: Oslo Tingrett

Postal address: C. J. Hambros plass 4

Town: Oslo

Postal code: 0164

Country: Norway

E-mail: [oslo.tingrett@domstol.no](mailto:oslo.tingrett@domstol.no)

Telephone: +47 22035200

Internet address: <https://www.jernbanedirektoratet.no>

**VI.4.2. Body responsible for mediation procedures**

Official name: Oslo Tingrett  
Postal address: <http://www.tingrett.no>  
Town: Oslo  
Postal code: 0164  
Country: Norway  
E-mail: [oslo.tingrett@domstol.no](mailto:oslo.tingrett@domstol.no)  
Telephone: +47 22035200  
Internet address: <http://www.tingrett.no>

**VI.4.3. Review procedure**

Precise information on deadline(s) for review procedures:  
See the tender documentation/letter of award.

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

Official name: Jernbanedirektoratet  
Postal address: Biskop Gunnerus gate 14  
Town: Oslo  
Postal code: 0185  
Country: Norway  
E-mail: [post@jernbanedirektoratet.no](mailto:post@jernbanedirektoratet.no)  
Telephone: +47 45978800  
Internet address: <https://www.jernbanedirektoratet.no>

**VI.5. Date of dispatch of this notice**

26/04/2023