

Norway-Oslo: Evaluation consultancy services

OJ S 141/2016 23/07/2016

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

I.1. Name and addresses

Official name: Helsedirektoratet (The Norwegian Directorate of Health)

National registration number: 983 544 622

Postal address: Postboks 7000 St. Olavs plass

Town: Oslo

Postal code: 0130

Country: Norway

Contact person: Procurement, operation and contract management

For the attention of: Ingrid Køhler Knutsen

E-mail: ingrid.kohler.knutsen@helsedir.no**Internet address(es):**Electronic access to information: [https://tendsign.no/doc.aspx?](https://tendsign.no/doc.aspx?UniqueId=afzhxogpqe&GoTo=Docs)[UniqueId=afzhxogpqe&GoTo=Docs](https://tendsign.no/doc.aspx?UniqueId=afzhxogpqe&GoTo=Docs)Electronic submission of tenders and requests to participate: [https://tendsign.no/doc.aspx?](https://tendsign.no/doc.aspx?UniqueId=afzhxogpqe&GoTo=Tender)[UniqueId=afzhxogpqe&GoTo=Tender](https://tendsign.no/doc.aspx?UniqueId=afzhxogpqe&GoTo=Tender)**Additional information can be obtained from:**

Official name: TendSign

Internet address: <https://tendsign.no/doc.aspx?UniqueId=afzhxogpqe&GoTo=QA>**Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained from:**

Official name: TendSign

Internet address: <https://tendsign.no/doc.aspx?UniqueId=afzhxogpqe&GoTo=Docs>**Tenders or requests to participate must be submitted:** Official name: TendSignInternet address: <https://tendsign.no/doc.aspx?UniqueId=afzhxogpqe&GoTo=Tender>**I.2. Type of the contracting authority**

National or federal agency/office

I.3. Main activity

General public services

Other

I.4. Contract award on behalf of other contracting authorities**Section II: Object of the contract**

II.1. Description**II.1.1. Title attributed to the contract by the contracting authority**

Evaluation of 'Campaign for Community and Social Support'.

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

Services

Service category No 11: Management consulting services [6] and related services

Main site or place of performance: Norway.

NUTS code NO Norge

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)

The project that shall be evaluated is The Campaign for Community and Social Support that Frivillighet Norge is carrying out financed with grants from The Norwegian Directorate of Health. The main tool in the campaign is the website Frivillig.no Frivillighet Norge will market Frivillig.no and in addition execute courses and lectures about recruiting for associations /organisations, nationwide over a three year period. The Norwegian Directorate of Health is responsible for the project evaluation in addition to the management and grants financing.

The procurement process is covered by the Public Procurement Act, 16.7.1999 No 69 (LOA) and the public procurement regulations (FOA) dated 7.4.2006 (FOA).

Parts I and III of the regulations apply for this procurement.

This procurement follows the procedure for an open tender contest. This is a procurement procedure that does not allow negotiations.

The Norwegian Directorate of Health is a specialist director and an administrative body under the Ministry of Health and Care Services (HOD). The Directorate is managed by HOD and the assignments are described in the national budget, award letter and in individual assignments.

The Norwegian Directorate of Health is divided into divisions and departments.

This procurement is anchored in the Department of Youth and Ageing, which is in the Public Health Division. The Procurement, Operations and Contract Management Section is responsible for the procurement process.

The Norwegian Directorate of Health's vision is Good health and a good life. For further information see www.helsedir.no

Name — responsible person for the procurement: Ingrid Køhler Knutsen/Susanne Hadler.

Telephone number: +47 24163891.

Email address: anskaffelser@helsedir.no

All communication between the tenderer and the contracting authority shall be directed to the contracting authority's contact person via the Question and Answer function in our electronic tender system.

All questions and answers will be made accessible in anonymous form for all of the tenderers. Enquiries received later than five working days before the tender deadline will not be answered.

The project that shall be evaluated is The Campaign for Community and Social Support (hereafter called the campaign) that Frivillighet Norge is carrying out financed with grants from The Norwegian Directorate of Health. The main tool in the campaign is the website Frivillig.no Frivillighet Norge will market Frivillig.no and in addition execute courses and lectures about recruiting for associations/organisations, nationwide over a 3 year period. The project is anchored in the National Strategy for voluntary work in the health and welfare field (2015-2020). The Norwegian Directorate of Health is responsible for the project evaluation in addition to the management and grants financing. This is to ensure that the goal set in the national strategy are met and to be able to measure the effect of this type of initiative in regards to future projects to prevent loneliness and isolation. The primary objective with the evaluation is therefore to measure whether the campaign has an effect on recruitment of volunteers and if it

counteracts loneliness and isolation.

See the tender documentation part 2 Requirement Specifications and award criteria that are attached.

The competition is announced in the Doffin database — see www.doffin.no and in the TED database.

Evaluation: Week 37 — 39.

The procurement shall be regulated by the Government Standard Terms and Conditions — Assignment Contract (SSA-O) www.anskaffelser.no/verktøy/oppdragsavtalen-ssa-o Tax/VAT certificate.

Qualification requirement: Tenderers must have fulfilled their tax, VAT and payroll tax obligations in accordance with the relevant legislation.

Documented by: The joint form (certificate) from the Norwegian Tax Administration. The certificate(s) shall not be older than six months calculated from the deadline for receipt of tenders. Any arrears or other irregularities must be justified.

Company Registration Certificate.

Requirement: The tenderer shall be a legally established company.

Documented by: For Norwegian companies: A company registration certificate from the Brønnøysund Register Centre. Foreign companies: Proof that the company is registered in a trade or business register as prescribed by the law of the country where the tenderer is established.

Credit rating/annual accounts.

Requirement: The tenderer shall have sufficient economic and financial capacity to carry out the assignment/contract.

Documented by: A credit evaluation/rating not older than one year, which is based on the last known fiscal figures. The rating shall be carried out by an officially certified credit rating institution. Minimum requirement — the tenderer shall be creditworthy.

Sufficient competence and capacity.

Requirement:

— The tenderer must have sufficient competence, implementation ability and capacity. The tenderer must have knowledge of the Norwegian health and welfare sector and of volunteering in Norway.

If a service provider plans to leave parts of the contract to sub suppliers/collaboration partners, a description shall be provided of the sub suppliers and which part/parts of the assignment the sub suppliers shall carry out. The contracting authority have same requirements to sub suppliers as to the main service provider. The following is required if sub suppliers

/collaboration partners are used: Requirement: The service provider must be able to use the resources. Documented by: A description of sub suppliers and documentation of availability, e. g. a binding statement from these companies, shall be enclosed with the tender.

The contracting authority reserves the right to disallow the choice of sub suppliers. Any financial requirements from sub suppliers or costs connected to this shall be borne by the supplier.

As the tender system does not support signing tenders with an electronic certificate, it is a prerequisite that the service provider prints out a tender confirmation to confirm their tender. Service providers must declare that all the terms stated in the tender documentation are accepted.

Print out the tender confirmation letter, signed by an authorised person and enclose it as a pdf-document in the tender.

The tender shall be submitted through the electronic tender system.

Note that TendSign is open for support on weekdays 8:00-17:00.

Contact information for customer service: support.tendsign@visma.no, tel. 40 00 68 14.

The tender will consist of the tenderer's replies to the questions and requirements for the tender that are in the tender documentation with any attached documents, in addition to the requirements in the tender documentation. In order to get an overview of which parts the tenderer shall respond to, tenderers can extract the report 'All documents' under Structured documents on the page 'Get the procurement's tender documentation'.

All deviations from the tender documentation shall be precise, unambiguous and clearly stated in the tender so that the contracting authority can assess them without contacting the service provider, cf. FOA § 20-3.

The service provider cannot submit tenders that include significant deviations from the specifications in the notice or the tender documentation, cf. FOA § 20-13 (1) letter e. If a tender includes deviations that, when seen in isolation, are not significant, the deviations can, after a concrete assessment, be seen in total as significant.

Any reservations shall be specified below. Reservations that are stated other places in the tender, but which are not specified in the tender letter, cannot be made applicable by the service provider and will not be considered when the tenders are evaluated.

The service provider cannot have significant reservations to the contract terms cf. FOA § 20-13 (1) letter d. If a service provider has reservations that, when seen in isolation, are not significant, the reservations can, after a concrete assessment, be seen in total as significant.

The tender shall be priced in accordance with the price form attached for completion. Payment and invoicing terms are included in the contract terms.

The contracting authority shall, in accordance with the Public Procurement Regulations § 20-12 (1) reject service providers that, amongst other things: a) do not fulfil the requirements set for the service provider's participation in the competition.

b) Have not presented tax certificates.

The contracting authority can reject service providers if the terms in the FOA § 20-12 (2) apply.

The contracting authority shall, in accordance with the Public Procurement Regulations § 20-13 (1) reject the tender when, amongst other things:

a) it is not submitted by the set tender deadline;

b) it includes significant deviations from the tender documentation;

c) it includes significant reservations to the contract terms.

The contracting authority can reject tenders if the terms in the Public Procurement Regulations § 20-13 (2) apply.

The award will be on the basis of which tender is the most economically advantageous, based on the criteria described in the specifications and the weighting model described below.

Relative weighting.

The relative weighting model is built on one comparing the tenders with each award criteria.

The economically most advantageous tender/tenders will be chosen by the contracting authority stating the price criteria and quality criteria and weighting these against each other.

The lowest price will get maximum points, whilst the other prices will be awarded points in relation to the lowest tender price. The system gives the lowest price 100 points. The best tender in each quality criterium will be awarded maximum points equivalently. See the tender documentation part 2 Specifications and the award criteria for responses within the various areas that will form the basis for the assessments and what will be weighted.

The contracting authority reserves the right to cancel the competition if there is a justifiable reason, cf. the Public Procurement Regulations §21-1 (1).

A justifiable reason can typically be a lack of competition, unexpected changes in grants etc.

The contracting authority can reject all the tenders if the result of the competition gives a justifiable reason, cf. the Public Procurement Regulations § 21-1 (2).

In addition to the notification given upon the award of contract, the contracting authority shall

give written notification with a short justification if:

— the tender is rejected or the contracting authority decides to reject all the tenders or cancel the competition.

Service providers can request in writing further justification for:

— why the tender was rejected; or

— why the tender was not chosen.

The contracting authority is obligated to reply to this enquiry at the latest 15 days after the enquiry has been received.

As regards the general public's insight into the tender and the procurement protocol, the legislation dated 19.5.2006 No 16 on the right to insight in documents in public entities applies. Tenders and protocols are screened in accordance with the public law § 23 3rd section up until the choice of service provider. After the tenderer has been chosen, confidential information is exempted in accordance with the Public Administration Act § 13, cf. the public procurement regulations § 3-6.

The chosen service provider will be asked, upon the award of contract, to assess and mark the text and information in the tender on operational and business conditions that ought to be kept secret for competitive reasons. The contracting authority has, however, the right and a duty to assess whether the information can be kept secret as regards the public law in accordance with the Public Administration Act § 13, cf. the regulations LOA § 3-6.

II.1.6. CPV code(s)

79419000 Evaluation consultancy services, 79311000 Survey services, 79311300 Survey analysis services

II.1.7. Information about the Government Procurement Agreement (GPA)

II.1.8. Lots

II.1.9. Information about variants

II.2. Scope of the procurement

II.2.1. Total quantity or scope

II.2.2. Information about options

II.2.3. Information about renewals

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

III.2. Conditions for participation

- III.2.1. Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**
- III.2.2. Economic and financial ability**
- III.2.3. Technical and professional ability**
- 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**
- 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**
16/26418
- 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**
14.9.2016 - 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**
- IV.3.7. Minimum time frame during which the tenderer must maintain the tender**
until: 23.12.2016
- IV.3.8. Conditions for opening of tenders**
Date: 14.9.2016 - 13:00

Section VI: Complementary information

VI.1. Information about recurrence

VI.2. Information about European Union funds

VI.3. Additional information

Visma notice: <https://opic.com/id/afzhxogpge>

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

21.7.2016