

Norway-Oslo: Filing services
OJ S 115/2020 16/06/2020
Contract notice
Services

Legal Basis:

Directive 2014/24/EU

Section I: Contracting authority

I.1. Name and addresses

Official name: Norwegian Ministry of Foreign Affairs

National registration number: 972 417 920

Postal address: PO Box 8114 Dep.

Town: Oslo

NUTS code: NO011 Oslo

Postal code: 0032

Country: Norway

Contact person: Mr. Steinar Johan Lund

E-mail: steinar.johan.lund@mfa.no

Telephone: +47 23950000

Internet address(es):

Main address: <https://www.regjeringen.no/no/dep/ud/id833/>

Address of the buyer profile: <https://eu.eu-supply.com/ctm/Company/CompanyInformation/Index/245665>

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/rwlenrance_s.asp?PID=272885&B=DFO

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/rwlenrance_s.asp?PID=272885&B=DFO

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

I.4. Type of the contracting authority

Ministry or any other national or federal authority, including their regional or local subdivisions

I.5. Main activity

General public services

Section II: Object

II.1. Scope of the procurement

II.1.1. Title

Purchase of Services in Connection with the Submission of Archive Material

Reference number: 19/11756

II.1.2. Main CPV code

79560000 Filing services

II.1.3. Type of contract

Services

II.1.4. Short description

The Ministry of Foreign Affairs will submit about 3 000 shelf meters of archive material from about 100 foreign service missions to the National Archives of Norway. The archive material includes documents from the early 1900s to the present. The Ministry needs several types of services in the field of arrangement, conservation assessment and preparation of the archive material in connection with the submission to the National Archives.

The Ministry estimate that 90 % of the total material can be media converted (scanned).

The procurement comprises two contracts, contract 1 and contract 2. The scope of the archive material is approximately 1 500 shelf meters for each of the contracts.

Any growth of the Ministry's archive material in Oslo can be arranged and submitted within the contracts.

II.1.5. Estimated total value

Value excluding VAT: 23 200 000,00 NOK

II.1.6. Information about lots

This contract is divided into lots: yes

Tenders may be submitted for all lots

II.2. Description

II.2.1. Title

Contract 1

Lot No: 1

II.2.2. Additional CPV code(s)

63121100 Storage services, 79995100 Archiving services, 79996100 Records management, 79999100 Scanning services, 92512000 Archive services

II.2.3. Place of performance

NUTS code: NO Norge

Main site or place of performance: The supplier's premises.

II.2.4. Description of the procurement

Contract 1: includes arrangement and delivery without need for media conversion (thus delivery of paper material to the National Archives) and arrangement and delivery with need for media conversion. All archives from foreign missions with DocuLive are included in contract 1, for this archive material there is a need for extraction.

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: 12 600 000,00 NOK

II.2.7. Duration of the contract, framework agreement or dynamic purchasing system

Duration in months: 48

This contract is subject to renewal: yes

Description of renewals:

The contracting authority has the option to prolong the agreement twice with up to 12 months each time.

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

Envisaged number of candidates: 3
Objective criteria for choosing the limited number of candidates:

The quality of the reference assignment/assignments beyond the qualification requirement.

II.2.10. Information about variants

Variants will be accepted: no

II.2.11. Information about options

Options: yes

Description of options:

The contracting authority has the option to prolong the agreement twice with up to 12 months each time.

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

II.2. Description

II.2.1. Title

Contract 2

Lot No: 2

II.2.2. Additional CPV code(s)

79999100 Scanning services, 63121100 Storage services, 79995100 Archiving services, 79996100 Records management, 92512000 Archive services

II.2.3. Place of performance

NUTS code: NO Norge

Main site or place of performance: The supplier's premises.

II.2.4. Description of the procurement

Contract 2: includes arrangement and delivery without need for media conversion (thus delivery of paper material to the National Archives) and arrangement and delivery with need for media conversion.

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: 10 600 000,00 NOK

II.2.7. Duration of the contract, framework agreement or dynamic purchasing system

Duration in months: 48

This contract is subject to renewal: yes

Description of renewals:

The contracting authority has the option to prolong the agreement twice with up to 12 months each time.

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

Envisaged number of candidates: 3
Objective criteria for choosing the limited number of candidates:

The quality of the reference assignment/assignments beyond the qualification requirement.

II.2.10. Information about variants

Variants will be accepted: no

II.2.11. Information about options

Options: yes

Description of options:

The contracting authority has the option to prolong the agreement twice with up to 12 months each time.

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

Section III: Legal, economic, financial and technical information

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:

The supplier must be registered in an enterprise register, professional register or trade register in the country the supplier is established.

III.1.2. Economic and financial standing

List and brief description of selection criteria:

The supplier must have sufficient financial and financial capacity to carry out the contract.

Minimum requirement: the supplier must have at least a credit rating 'Credit with collateral' or equivalent.

III.1.3. Technical and professional ability

List and brief description of selection criteria:

1) Experience from at least one delivery consisting of the arrangement and submittal of paper archives in the last 5 years, where the archive material is approved for submission to the National Archives of Norway, inter municipal archives or the Oslo City Municipal Archives, is required. The value of the delivery for the delivery must have been at least NOK 600 000 excl. VAT for 1 year. The requirement is the same whether the supplier submit tender for one or both contracts.

2) Experience from at least one delivery of delivery based on extracts from Noark database during the last 3 years, where the archive material is approved for delivery to the National Archives, inter municipal archives or the Oslo City Municipal Archives, is required. This requirement applies to contract 1 only.

Section IV: Procedure

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

The contracting authority reserves the right to award the contract on the basis of the initial tenders without conducting negotiations

IV.1.8. Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: yes

IV.2. Administrative information

IV.2.2. Time limit for receipt of tenders or requests to participate

Date: 12/08/2020 Local time: 12:00

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

Date: 26/08/2020

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: 31/12/2020

Section VI: Complementary information

VI.1. Information about recurrence

This is a recurrent procurement: no

VI.3. Additional information

VI.4. Procedures for review

VI.4.1. Review body

Official name: Oslo District Court

Postal address: PO Box 2106 Vika

Town: Oslo

Postal code: 0125

Country: Norway

E-mail: oslo.tingrett@domstol.no

Telephone: +47 22035200

Internet address: <https://www.domstol.no/Enkelt-domstol/oslo--tingrett/>

VI.4.2. Body responsible for mediation procedures

Official name: Norwegian Complaints Board for Public Procurement

Postal address: PO Box 511 Sentrum

Town: Bergen

Postal code: 5805

Country: Norway

VI.4.4.

Service from which information about the review procedure may be obtained

Official name: Norwegian Complaints Board for Public Procurement

Postal address: PO Box 511 Sentrum

Town: Bergen

Postal code: 5805

Country: Norway

VI.5. Date of dispatch of this notice

15/06/2020