

**Norway-Oslo: Office, school and office equipment cleaning services**

OJ S 171/2014 06/09/2014

Contract notice

Services

Directive 2004/18/EC

**Section I: Contracting authority**

---

**I.1. Name and addresses**

Official name: Statens sivilrettsforvaltning

National registration number: 986186999

Postal address: Postboks 8027 Dep.

Town: Oslo

Postal code: 0030

Country: Norway

For the attention of: Kristian Espenes

E-mail: [kristian.espenes@sivilrett.no](mailto:kristian.espenes@sivilrett.no)

Telephone: +47 22991334

**Internet address(es):**General address of the contracting authority: <http://www.sivilrett.no>Address of the buyer profile: <https://kgv.doffin.no/ctm/Supplier/CompanyInformation/Index/2566>Electronic access to information: <https://kgv.doffin.no/ctm/Supplier/Documents/Folder/121479>**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**

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

**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: no

**Section II: Object of the contract**

---

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

Cleaning services in SRF's premises.

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

Services

Service category No 14: Building-cleaning services and property management services

Main site or place of performance: Oslo and Hamar, Norway.

NUTS code NO011 Oslo

### **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)**

SRF's current contract for cleaning expires December 2014 and a tender contest is therefore being announced for a new cleaning service contract. Cleaning is a very important environmental factor in our daily work situation and an important factor in job satisfaction. The aim is to establish a cost efficient, environmentally friendly and general cleaning contract for the premises that SRF uses. These consist of both Hobergsgate 1 in Oslo (gross area 1 790 m<sup>2</sup>) and Grønnegata 52 (gross area 395) m<sup>2</sup> in Hamar.

#### **II.1.6. CPV code(s)**

90919000 Office, school and office equipment cleaning services, 90900000 Cleaning and sanitation services, 90911000 Accommodation, building and window cleaning 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 contract is for 2 years from when it is signed, with an option for the contracting authority to extend the contract on unchanged terms for 1+1 year.

### **II.2.2. Information about options**

Options: yes

Description of options: An option is wanted for additional services for periodical cleaning (spring cleaning). Spring cleaning means a thorough cleaning of the premises with the following work included:

- Scouring and polishing linoleum with high quality products,
- Thorough cleaning of ceilings, walls and fixed fittings,
- Internal cleaning of window surfaces, internal sills and frames.

### **II.2.3. Information about renewals**

This contract is subject to renewal: yes

Number of possible renewals: 2

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

Start 3.12.2014. Completion 2.12.2016

## **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: The service provider shall be a legally established company

Documentation requirement:

- Norwegian companies: Company Registration Certificate,
- Foreign companies: Proof that the company is registered in a trade or business register as prescribed by the law of the country in which the service provider is established.

#### **III.2.2. Economic and financial ability**

List and brief description of conditions: The service provider must have the financial capacity to carry out the assignment/contract.

Documentation requirement:

- Annual Accounts, including the management's annual report and auditor's statement.

#### **III.2.3. Technical and professional ability**

List and brief description of conditions:

The service provider shall have sufficient execution capability and capacity.

The service provider shall have a conscious environment policy.

The service provider with his possible sub suppliers must be certified in the Norwegian Labour Inspection Authority's certification scheme.

#### **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: no

#### **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: no

## **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**

2014/3025

### **IV.3.2. Previous publication concerning this procedure**

no

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

Payable documents: no

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

20.10.2014 - 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**

Date: 20.10.2014 - 12:00

Persons authorised to be present at the opening of tenders: no

## **Section VI: Complementary information**

---

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

This is a recurrent procurement: no

### **VI.2. Information about European Union funds**

The procurement is related to a project and/or programme financed by European Union funds: no

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

### **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**

5.9.2014