

**NO-Oslo: graphic design services**  
**OJ S 186/2012 27/09/2012**  
**Contract notice**  
**Services**

**Directive 2004/18/EC**

**Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: NordForsk  
Postal address: Stensberggata 25,  
Town: Oslo  
Postal code: 0170  
Country: Norway  
For the attention of: Kommunikasjonssjef Anne Riiser  
E-mail: [anne.riiser@nordforsk.org](mailto:anne.riiser@nordforsk.org)  
Telephone: +47 92266396  
Fax: +47 22565565

**Internet address(es):**

General address of the contracting authority: [http://www.nordforsk.org/en?set\\_language=en](http://www.nordforsk.org/en?set_language=en)  
Address of the buyer profile: [http://www.doffin.no//search/Search\\_AuthProfile.aspx?ID=AA5823](http://www.doffin.no//search/Search_AuthProfile.aspx?ID=AA5823)

**Additional information can be obtained from:**

Official name: NordForsk  
Postal address: Stensberggata 25  
Town: Oslo  
Postal code: 0170  
Country: Norway  
For the attention of: Kommunikasjonssjef Anne Riiser  
E-mail: [anne.riiser@nordforsk.org](mailto:anne.riiser@nordforsk.org)  
Telephone: +47 92266396  
Fax: +47 22565565

Internet address: [http://www.nordforsk.org/en?set\\_language=en](http://www.nordforsk.org/en?set_language=en)

**Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained from:**

Official name: NordForsk  
Postal address: Stensberggata 25  
Town: Oslo  
Postal code: 0170  
Country: Norway  
For the attention of: Kommunikasjonssjef Anne Riiser  
E-mail: [anne.riiser@nordforsk.org](mailto:anne.riiser@nordforsk.org)  
Telephone: +47 92266396  
Fax: +47 22565565

Internet address: [http://www.nordforsk.org/en?set\\_language=en](http://www.nordforsk.org/en?set_language=en)

**Tenders or requests to participate must be submitted:** Official name: NordForsk

Postal address: Stensberggata 25  
Town: Oslo  
Postal code: 0170

Country: Norway  
For the attention of: Kommunikasjonssjef Anne Riiser  
E-mail: [anne.riiser@nordforsk.org](mailto:anne.riiser@nordforsk.org)  
Telephone: +47 92266396  
Fax: +47 22565565  
Internet address: [http://www.nordforsk.org/en?set\\_language=en](http://www.nordforsk.org/en?set_language=en)

## **I.2. Type of the contracting authority**

Other: Nordic organisation under the Nordic Council of Ministers.

## **I.3. Main activity**

Other: Research funding, coordination and adviser on research policy.

## **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**

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### **II.1. Description**

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

Graphical design services - Research policy and dissemination.

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

Services

Service category No 27: Other services

Main site or place of performance: Oslo, Norway.

NUTS code

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

The procurement involves the establishment of a framework agreement

#### **II.1.4. Information about framework agreement**

Framework agreement with several operators

Maximum number Envisaged maximum number of participants to the framework agreement  
: 3

#### **Duration of the framework agreement**

Duration in years: 2

#### **Estimated total value of purchases for the entire duration of the framework agreement**

Estimated value excluding VAT:

Range: between 4 000 000 and 8 000 000 NOK

#### **II.1.5. Short description of the contract or purchase(s)**

The contract is for the procurement of visual and graphical services for;

- 1) Printed material; NordForsk magazine, NordForsk Policy Papers and other printed materials
- 2) Electronic media and web design
- 3) NordForsk exhibition material for international exhibitions and conferences, in accordance with NordForsk's communications strategy, design manual and plans.

See the tender documents and annexes.

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=268457](http://www.doffin.no/Search/Search_Switch.aspx?ID=268457).

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

**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**

See the tender documents and annexes.

Estimated value excluding VAT:

Range: between 8 000 000 and 16 000 000 NOK

**II.2.2. Information about options**

Options: yes

Description of options: The framework agreement(s) are for two (2) years for the period 1.1.2013 - 31.12.2014.

NordForsk has an option to extend the framework agreement(s) on the same contract terms, for two (2) years until 31.12.2016, so that the total possible contract length is four (4) years.

Any extension of the framework agreement(s) must be taken up at the latest three (3) months before the contract expires.

See the tender documents.

**II.2.3. Information about renewals**

This contract is subject to renewal: yes

Number of possible renewals: 1

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

Start 1.1.2013. Completion 31.12.2014

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

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**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: (1) Company registration certificate.

- (2) Value added tax certificate (National requirement)
- (3) Company tax certificate (National requirement)
- (4) Self-declaration in compliance with Appendix 2 (HSE) of the Norwegian procurement regulations (National requirement)

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

### **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) Other documentation required (please state below)

Tenderers shall enclose work samples of relevant works together with the tender.

The tender will not be seen as complete without work samples of:

a) Printed material;

Tenderer shall enclose work samples of three (3) relevant pieces of work in original form and as an attachment to the tender.

b) Web design and exhibition material;

Tenderers shall enclose work samples of three (3) different works for web design and exhibition material respectively. The work samples must be sent electronically as links or as an attachment to the tender.

See the tender documents and specifications (Annex 1).

### **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**

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract: yes

## **Section IV: Procedure**

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### **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**  
9.11.2012 - 13:00
- 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**  
English.  
Other: See the tender documents.
- IV.3.7. Minimum time frame during which the tenderer must maintain the tender**  
until: 30.11.2012
- IV.3.8. Conditions for opening of tenders**

## **Section VI: Complementary information**

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- VI.1. Information about recurrence**
- VI.2. Information about European Union funds**
- VI.3. Additional information**  
(NT Ref:268619).
- 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**  
24.9.2012