

**Norway-Trondheim: Recruitment services**  
**OJ S 119/2021 22/06/2021**  
**Contract notice**  
**Services**

**Legal Basis:**

Directive 2014/24/EU

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**Section I: Contracting authority**

**I.1. Name and addresses**

Official name: Arbeidstilsynet

National registration number: 974 761 211

Postal address: Statens Hus

Town: Trondheim

NUTS code: NO Norge

Postal code: 7468

Country: Norway

Contact person: Trond Erlend Rotabakk

E-mail: [trond.erlend.rotabakk@arbeidstilsynet.no](mailto:trond.erlend.rotabakk@arbeidstilsynet.no)

Telephone: +47 90365860

**Internet address(es):**

Main address: <http://www.arbeidstilsynet.no>

Address of the buyer profile: <https://kgv.doffin.no/ctm/Company/CompanyInformation/Index/1003>

**I.3. Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at: <https://anskaffelsesportal.arbeidstilsynet.no>

Additional information can be obtained from the abovementioned address

Tenders or requests to participate must be submitted electronically via:

<https://anskaffelsesportal.arbeidstilsynet.no>

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**

Framework Agreement for Manager Recruitment

Reference number: 2021/40717

**II.1.2. Main CPV code**

79600000 Recruitment services

### **II.1.3. Type of contract**

Services

### **II.1.4. Short description**

The purpose of this framework agreement is to cover Arbeidstilsynet's (the Norwegian Labour Inspection Authority's) need for manager recruitment and to ensure the contracting authority has access to qualified recruitment support related to employment of managers where the Norwegian Labour Inspection Authority deems it necessary.

### **II.1.5. Estimated total value**

### **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**

Framework Agreement for Recruitment of Division Directors (Manager Level 1)  
Lot No: 1

### **II.2.2. Additional CPV code(s)**

79600000 Recruitment services, 79620000 Supply services of personnel including temporary staff

### **II.2.3. Place of performance**

NUTS code: NO Norge

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

The purpose of this framework agreement is to cover Arbeidstilsynet's (the Norwegian Labour Inspection Authority's) need for manager recruitment and to ensure the contracting authority has access to qualified recruitment support related to employment of managers where the Norwegian Labour Inspection Authority deems it necessary.

The contracting authority wants to enter into two parallel framework agreements, each with three service providers, so-called parallel framework agreements. The framework agreements are nationwide.

The competition includes the following two framework agreement (called lots):

Lot 1: Framework agreement for recruitment of division directors (manager level 1);

Lot 2: Framework agreement for recruitment of section leaders (manager level 2).

Tenderers can submit tender offers for one or both lots. The contracting authority will carry out separate evaluations of the different lots, so that a supplier can be awarded none, one or both lots in the competition.

### **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**

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

Duration in months: 24

This contract is subject to renewal: yes

Description of renewals:

Option to extend the contract for 1 year + 1 year.

**II.2.10. Information about variants**

Variants will be accepted: no

**II.2.11. Information about options**

Options: yes

Description of options:

Option to extend the contract for 1 year + 1 year.

**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**

Framework Agreement for Recruitment of Section Leaders (Manager Level 2)

Lot No: 2

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

79600000 Recruitment services, 79620000 Supply services of personnel including temporary staff

**II.2.3. Place of performance**

NUTS code: NO Norge

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

The purpose of this framework agreement is to cover Arbeidstilsynet's (the Norwegian Labour Inspection Authority's) need for manager recruitment and to ensure the contracting authority has access to qualified recruitment support related to employment of managers where the Norwegian Labour Inspection Authority deems it necessary.

The contracting authority wants to enter into two parallel framework agreements, each with three service providers, so-called parallel framework agreements. The framework agreements are nationwide.

The competition includes the following two framework agreement (called lots):

Lot 1: Framework agreement for recruitment of division directors (manager level 1);

Lot 2: Framework agreement for recruitment of section leaders (manager level 2).

Tenderers can submit tender offers for one or both lots. The contracting authority will carry out separate evaluations of the different lots, so that a supplier can be awarded none, one or both lots in the competition.

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

Duration in months: 24

This contract is subject to renewal: yes

Description of renewals:

Option to extend the contract for 1 year + 1 year.

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

Variants will be accepted: no

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

Options: yes

Description of options:

Option to extend the contract for 1 year + 1 year.

## **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**

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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:

- tax and VAT certificate. A certified for paid tax and VAT (no older than 6 months);
- foreign tenderers must submit certificates from authorities equivalent to the Norwegian authorities;
- HSE self-declaration (See appendix F to the tender documentation).

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 tenderer is established.

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

List and brief description of selection criteria:

- credit rating with key figures from a licensed credit rating company.

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

List and brief description of selection criteria:

- List with a brief description of the five most relevant clients and recruitment assignments during the last 3 years.

Documentation of references must contain:

- name of contracting authority;
- position category (senior executives and middle managers) and simple description of the position content;
- dates;
- contact person and contact information.

- If submitting tenders for both of the lots, it is sufficient to have five combined references.

Tenderer can also choose to divide this and provide ten combined reference assignments. It must be stated which lot the different references refer to.

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

### **III.2.3. 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

## Section IV: Procedure

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### IV.1. Description

#### IV.1.1. Type of procedure

Open procedure

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

The procurement involves the establishment of a framework agreement

Framework agreement with several operators  
Envisaged maximum number of participants to the framework agreement: 3

#### 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: 30/07/2021 Local time: 12:00

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

#### 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

Duration in months: 3 (from the date stated for receipt of tender)

#### IV.2.7. Conditions for opening of tenders

Date: 30/07/2021 Local time: 13:00

Place:

Trondheim, electronically.

## 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

Electronic payment will be used

### VI.3. Additional information

### VI.4. Procedures for review

#### VI.4.1. Review body

Official name: Sør-Trøndelag tingrett

Town: Trondheim

Country: Norway

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

17/06/2021

