

**Norway-Ski: Electric coffee makers**  
**OJ S 180/2015 17/09/2015**  
**Contract notice**  
**Supplies**

**Directive 2004/18/EC****Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: Ski kommune (Ski municipality)

National registration number: 960507878

Postal address: Idrettsv. 8

Town: Ski

Postal code: 1400

Country: Norway

For the attention of: Heidi Glomvik

E-mail: [heidi.glomvik@ski.kommune.no](mailto:heidi.glomvik@ski.kommune.no)

Telephone: +47 95066122

Fax: +47 64878770

**Internet address(es):**

General address of the contracting authority: <http://www.ski.kommune.no>

Address of the buyer profile: <https://kgv.doffin.no/ctm/Supplier/CompanyInformation/Index/2518>

Electronic access to information: <https://kgv.doffin.no/ctm/Supplier/Documents/Folder/135754>

**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**

Other: municipal activities

**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**

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

Framework agreement for hire and operation of coffee makers as well as purchase of accompanying products.

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

Supplies

Rental

Main site or place of performance: Ski, Norway.  
NUTS code NO012 Akershus

**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 a single operator

**Duration of the framework agreement**

Duration in years: 4

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

Ski municipality shall enter into a framework agreement for the hire of coffee makers, service and follow up as well as purchase of coffee related products. The machines shall provide hot drinks of high quality to the employees in the various sections of Ski municipality.

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

39711310 Electric coffee makers, 15860000 Coffee, tea and related products, 15861000 Coffee

**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 scope of the contract is subject to uncertainty as the requirement is unknown and each cost locations can order coffee makers themselves and pay for them. Some units might share a coffee maker, whilst others units are so big that several coffee makers may be required. Some units may not request coffee makers.

**II.2.2. Information about options**

Options: no

**II.2.3. Information about renewals**

This contract is subject to renewal: yes

Number of possible renewals: 2

In the case of renewable supplies or service contracts, estimated timeframe for subsequent contracts:

in months: 24 (from the award of the contract)

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

Start 1.12.2015. Completion 30.11.2017

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**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: Tenderers must have their affairs in order with respect to the payment of tax, employer contribution and value added tax (VAT).

The tenderer must be a legally established company. The tenderer must have good conduct. Documented by:

— Tax certificates not older than 6 months from the deadline for receipt of tenders. Tax certificates are defined as:

For Norwegian tenderers:

— Tax and VAT certificate (RR-1316) issued by the tax collection office.

For Foreign tenderers:

— Foreign tenderers must submit equivalent certificates from their own country that show that they have their tax and duty payments in order. If the authorities in the relevant country do not issue such certificates, the tenderer should submit a declaration which states that all taxes and duties have been paid. The declaration shall be approved and signed by the tenderer's Financial Director/ person responsible for Finance.

Norwegian tenderers:

— Company Registration Certificate.

Foreign tenderers:

— Confirmation that the tenderer is registered in a trade register or a Register of Business Enterprises, in accordance with the law in the country where the tenderer is established.

The tenderer will by way of a self-declaration confirm that the requirements in appendix B are fulfilled.

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

List and brief description of conditions: The tenderer shall have sufficient financial strength to comply with the contractual obligations.

The above mentioned information shall also be provided for any parent company.

Minimum level(s) of standards possibly required: Documented by:

Credit appraisal from an approved credit rating institution, e.g. Experian AS, Bisnode Credit AS or Lindorff AS or equivalent. The credit assessment shall not be older than six months from the deadline for receipt of tenders. The credit assessment must show a minimum score of 'credit worthy' or equivalent, to be approved.

The contracting authority reserves the right to demand/obtain additional information to verify whether a tenderer satisfies the requirement.

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

List and brief description of conditions:

The tenderer must have adequate implementation ability.

The tenderer shall have good experience from equivalent assignments.

The tenderer shall have environmental competence.

Tenderers shall fulfil the eight basic ILO conventions.

Minimum level(s) of standards possibly required:

A short, general description of the company shall be given, including:

- An account of the company's business concept and core competence related to the scope of the delivery.
- An overview of the company's history, organisation and ownership, as well as a description of the current business.
- Description on how the tenderer is organised for the implementation of this contract.
- A concise description of the overall quality assurance system that the tenderer will use as a basis for the execution of the contract.

The tenderer may choose to rely on other companies' capacity to meet the technical and professional qualification requirements.

The tenderer must, in such an event, document the resources of the companies on which he will rely and prove that he will have the requisite resources from these companies at his disposal during the contract period, for example by presenting a commitment statement, guarantee, co-operation agreement or similar.

This applies regardless of the legal nature of the connection between the companies, i.e. that the supporting companies can either be the tenderer's parent company, another company in the same group, a co-operation partner etc.

Certificates from similar deliveries during the last two years. The certificates should be signed or confirmed in writing by the Contracting Authority for the different deliveries, and as a minimum shall include:

- A brief description of the assignment.
- Date of execution.
- Scope of the assignment in monetary amount.
- Name, and telephone number of the reference person at the contracting authority.

If it is not possible to acquire signed or verified attestations, the tenderer shall provide a list of three relevant assignments for the last 2 years with descriptions according to the above points. The Contracting Authority must have the possibility to contact the contact persons who are listed.

Copy of certification or equivalent documentation of another equivalent scheme.

If a tenderer is not certified, a short account shall be provided that describes how the environment is safeguarded in the company and during the production/sale of goods and/or services.

The tenderer will by way of a self-declaration confirm that the requirements in appendix C are fulfilled.

#### **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**

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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**

Lowest price

##### **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**

15/1190

##### **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**

26.10.2015 - 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**

Other: Norwegian.

##### **IV.3.7. Minimum time frame during which the tenderer must maintain the tender**

Duration in days: 090 (from the date stated for receipt of tender)

##### **IV.3.8. Conditions for opening of tenders**

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

#### **Section VI: Complementary information**

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##### **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**

14.9.2015