

Norway-Oslo: Computer archiving services

OJ S 117/2022 20/06/2022

Contract notice

Services

Legal Basis:

Directive 2014/24/EU

Section I: Contracting authority

I.1. Name and addresses

Official name: Norsk filminstitutt

National registration number: 892 211 442

Postal address: Filmens Hus Dronningens gate 16

Town: OSLO

NUTS code: NO081 Oslo

Postal code: 0152

Country: Norway

Contact person: Tom Erik Frisk

E-mail: tom.eirik.frisk@nfi.no

Telephone: +47 95244655

Internet address(es):

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

Address of the buyer profile: <https://eu.eu-supply.com/ctm/Company/CompanyInformation/Index/400517>

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=333855&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=333855&B=DFO

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

Section II: Object

II.1. Scope of the procurement

II.1.1. Title

Case / archive system for the Norwegian Film Institute

Reference number: 22/02944

II.1.2. Main CPV code

72252000 Computer archiving services

II.1.3. Type of contract

Services

II.1.4. Short description

NFI shall replace the current on-premise case / archive system with a cloud system operated by the tenderer. The system must comply with formal requirements for archive and case processing. The system must be future-oriented, be compatible with future cloud and platform systems, and have the ability to include new technology without compromising on user-friendliness and functionality. We request a fully developed 'commercial off the shelf' system. The system must ensure that NFI complies with legal requirements and supports efficient and user friendly work processes where information can easily be saved and retrieved. The system must also facilitate a good integration towards professional systems.

II.1.5. Estimated total value

II.1.6. Information about lots

This contract is divided into lots: no

II.2. Description

II.2.2. Additional CPV code(s)

48000000 Software package and information systems, 48311000 Document management software package, 48311100 Document management system, 48329000 Imaging and archiving system, 72212311 Document management software development services

II.2.3. Place of performance

NUTS code: NO081 Oslo

Main site or place of performance: Oslo

II.2.4. Description of the procurement

NFI shall replace the current on-premise case / archive system with a cloud system operated by the tenderer. The system must comply with formal requirements for archive and case processing. The system must be future-oriented, be compatible with future cloud and platform systems, and have the ability to include new technology without compromising on user-friendliness and functionality. We request a fully developed 'commercial off the shelf' system. The system must ensure that NFI complies with legal requirements and supports efficient and user friendly work processes where information can easily be saved and retrieved.

The system must also facilitate a good integration towards professional systems.

It is an objective that document management and management should be as simple and user-friendly as possible. Archiving must be an integral part of the work process and not an additional process. We want a system with good process support, automation and built-in archiving with capture of metadata where the user works with documentation. We also want to automate data capture from several of our professional systems to the archive system. We currently have an integration to the professional system for management of contributions with automatic capture of the documentation to the archive.

The system shall include both administrative cases and professional cases.

The administrative archive includes cases related to NFI's administration and operation. It includes i.a self-management, organisation and management of personnel. This includes, amongst other things, strategy documents, activity planning, finance and budget cases, development and administration documentation, contracts and agreements, project documentation, and personal matters.

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: 48

This contract is subject to renewal: yes

Description of renewals:

Option for extending the contract for 1+1+1+1 year.

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

Envisaged number of candidates: 5 Objective criteria for choosing the limited number of candidates:

Experience from comparable assignments. See point 5 in the tender documentation

II.2.10. Information about variants

Variants will be accepted: no

II.2.11. Information about options

Options: yes

Description of options:

Option for extending the contract for 1+1+1+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

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:

Norwegian companies: Company registration certificate

Foreign tenderers: Verification that the tenderer is registered in a company register, professional register or a trade register in the country where the tenderer is established.

III.1.2. Economic and financial standing

List and brief description of selection criteria:

Credit rating based on the most recent accounting figures. The rating must be carried out by a credit rating agency with a licence to provide such service.

Tax and VAT certificate

III.1.3. Technical and professional ability

List and brief description of selection criteria:

Tenderers must have experience from comparable assignments. Tenderers must give an account of 3 relevant reference projects in the last 3 years, by completing Annex 3 Reference Assignments. References will be contacted if appropriate.

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.1.4. Information about reduction of the number of solutions or tenders during negotiation or dialogue

Recourse to staged procedure to gradually reduce the number of solutions to be discussed or tenders to be negotiated

IV.1.5. Information about negotiation

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

The procurement is covered by the Government Procurement Agreement: no

IV.2. Administrative information

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

Date: 01/08/2022 Local time: 23:59

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

Date: 04/08/2022

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: 31/12/2022

Section VI: Complementary information

VI.1. Information about recurrence

This is a recurrent procurement: no

VI.2. Information about electronic workflows

Electronic invoicing will be accepted

VI.3. Additional information

VI.4. Procedures for review

VI.4.1. Review body

Official name: Oslo tingrett

Town: Oslo

Country: Norway

VI.4.3. Review procedure

Precise information on deadline(s) for review procedures:

10.10.2022

VI.5.

Date of dispatch of this notice

15/06/2022