

Norway-Lørenskog: Management-related services

OJ S 193/2015 06/10/2015

Contract notice**Services****Directive 2004/18/EC****Section I: Contracting authority**

I.1. Name and addresses

Official name: Lørenskog kommune (Lørenskog municipality)

National registration number: 842 566 142

Postal address: Rådhuset, Hasselv. 6

Town: Lørenskog

Postal code: 1470

Country: Norway

Contact person: Arbeidsgiverseksjonen

For the attention of: Kristine Knivebakken Nielsen

E-mail: anskaffelse@lorenskog.kommune.no

Telephone: +47 67934000

Fax: +47 67989803

Internet address(es):Address of the buyer profile: <https://kgv.doffin.no/ctm/Supplier/CompanyInformation/Index/2354>Electronic access to information: <https://kgv.doffin.no/ctm/Supplier/Documents/Folder/136419>**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**

Regional or local authority

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**

Team development programme for managers in Lørenskog municipality.

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

Services

Service category No 11: Management consulting services [6] and related services

Main site or place of performance: Lørenskog, Norway.

NUTS code NO Norge

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
: 5

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 1 400 000 and 2 000 000 NOK

Frequency and value of the contracts to be awarded: The value is only an estimate, which will depend on the budget and whether the managers at several levels shall use the contract as well as whether all the options are taken up. See the tender documentation for the extent.

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

The Chief Executive's management group in Lørenskog municipality started a team development programme for its management group in spring 2015, with the desired effect being to get the team to know each other better, strengthen internal processes and promote efficiency. We would now like to continue the programme for level 2 in the municipality, the management groups in the sectors. There are 4 sectors and 3 staff departments in Lørenskog municipality, with the varying group sizes; however, the starting point is 5 to 10 participants per group. Lørenskog municipality would like to join up with service providers for team development in these 7 management groups. The programme could also be carried out in level 3 in the municipality. The contracting authority intends to enter into a contract with 3-5 service providers.

II.1.6. CPV code(s)

79420000 Management-related services, 73220000 Development consultancy 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

There are 4 sectors and 3 staff departments in Lørenskog municipality, with the varying group sizes; however, the starting point is 5 to 10 participants per group. Lørenskog municipality would like to join up with service providers for team development in these 7 management groups. The programme could also be carried out in level 3 in the municipality.

II.2.2. Information about options

Options: yes

Description of options: In addition to the programme mentioned above, coaching hours for the team development programme could also be procured. If a tenderer also has consultants with

competence and experience within coaching connected to organisation development, this could also be procured. If a need for such services occurs, the contracting authority could also consider service providers outside the framework agreement.

In addition to the programme mentioned above, individual course days on team development could also be procured. If a need for such services occurs, the contracting authority could also consider service providers outside the framework agreement.

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 11.1.2016. Completion 14.1.2019

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 are required to have a legally established company.

— Company Registration Certificate.

III.2.2. Economic and financial ability

List and brief description of conditions: The financial capacity to fulfil the assignment is required:

— Good solidity,

— Credit rating.

III.2.3. Technical and professional ability

List and brief description of conditions:

Companies are required to have experience from equivalent assignments for public contracting authorities.

Tenderers shall enclose a list of relevant assignments as documentation, which at a minimum cover the areas included in the procurement.

Documentation is requested for 1-3 equivalent assignments. These contracts shall have been carried out during the last 3 years. The documentation shall include a short description of the assignment (approx. a half page to 1 page), information on the value, date of execution of the assignment and recipient (name of the customer). References will be contacted, if needed and

the contracting authority will then ask the tenderer to name a contact person with a telephone number and email address.

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

15/7542

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

13.11.2015 - 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

Other: Norwegian.

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

Duration in days: 60 (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

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

Contact us before the tender deadline, if anything is unclear. Clarifications are not allowed in an open tender competition.

Presentation/interview will be assessed.

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

1.10.2015