

Norway-Gjøvik: Document management services

OJ S 130/2022 08/07/2022

Contract notice**Services****Legal Basis:**

Directive 2014/24/EU

Section I: Contracting authority

I.1. Name and addresses

Official name: Helsetjenestens driftsorganisasjon for nødnett HF

National registration number: 911912759

Postal address: Postboks 72

Town: Gjøvik

NUTS code: NO Norge

Postal code: 2801

Country: Norway

Contact person: Saffa Galal

E-mail: saffa.galal@inventura.no

Telephone: +47 41598766

Internet address(es):Main address: <https://permalink.mercell.com/182328238.aspx>Address of the buyer profile: <http://www.hdo.no/>**I.3. Communication**The procurement documents are available for unrestricted and full direct access, free of charge, at: <https://permalink.mercell.com/182328238.aspx>

Additional information can be obtained from the abovementioned address

Tenders or requests to participate must be submitted electronically via: <https://permalink.mercell.com/182328238.aspx>**I.4. Type of the contracting authority**

Body governed by public law

I.5. Main activity

Health

Section II: Object

II.1. Scope of the procurement**II.1.1. Title**

Case and archive system for Helsetjenestens driftsorganisasjon for nødnett

II.1.2. Main CPV code

72512000 Document management services

II.1.3. Type of contract

Services

II.1.4. Short description

The invitation to tender applies to the procurement of a case and archive system for Helsetjenestens driftsorganisasjon for nødnett HF (HDO).

Click here: <https://permalink.mercell.com/182328238.aspx>

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)

48219300 Administration software package, 48311000 Document management software package, 48311100 Document management system, 48329000 Imaging and archiving system , 72220000 Systems and technical consultancy services

II.2.3. Place of performance

NUTS code: NO Norge

Main site or place of performance: Gjøvik

II.2.4. Description of the procurement

By procuring a new case and archive system, HDO will ensure archive requirements related to all activities in the organisation, as well as relevant available legislation in the field.

We request a user-friendly system that supports efficiency, and which is technically and functionally future-oriented. The offered system must be able to be further developed as new needs occur.

The system shall be delivered and operated by the service provider as a SaaS (Software as a Service) to HDO's employees (users). The tenderer shall be responsible for the security, operation and maintenance of the system and underlying infrastructure.

The current number of users are approx. 40 of a total of 78 employees. The number may vary during the agreement period, and as part of the anchoring in the archive function in HDO, there is a requirement for more users of the system.

Note that there is a requirement that the case and offered archive system must be approved as Noark 5. If the tenderer's offered solution fails to meet the requirements for NOARK 5, the tenderer is requested to refrain from the tender contest, as the submitted tender will be rejected from participation in the contest.

See the tender documentation for further information about the procurement's scope and content.

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:

The contract period is 4 years from the Date of delivery. The agreement will then be automatically renewed for 1 (one) year at a time.

II.2.10. Information about variants

Variants will be accepted: no

II.2.11. Information about options

Options: no

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:

Company Registration Certificate: Tenderers must be a legally established company.

Documentation requirement: Norwegian tenderers:

Company Registration Certificate.

Foreign tenderers:

Confirmation that the tenderer is registered in a trade register or company register in accordance with the law in the country where the tenderer is established.

III.1.2. Economic and financial standing

List and brief description of selection criteria:

Tax Certificate: Tenderers must have their tax, employer contribution and VAT payments in order.

Annual accounts and credit rating: The tenderer shall have the sufficient financial strength to comply with the contractual terms.

Minimum level(s) of standards possibly required:

Tax certificate, documentation requirement: The tax certificate must not be older than six months from the deadline for request for participation. A tax certificate is defined as:

For Norwegian tenderers:

Tax and VAT certificate issued by the Tax Office via Altinn.

For foreign tenderers:

Foreign tenderers must submit equivalent certificates from their own country that show that they have orderly conditions in relation to the payment of tax and duties. If the authorities in the relevant country do not issue such certificates, the tenderer should submit a declaration stating that all taxes and duties have been paid. The statement must be approved and signed by the tenderer's Financial Director/ person responsible for finance.

Annual accounts and credit rating, documentation requirement: The tenderer's annual accounts including notes with the board and auditor reports from 2022. Tenderer is also asked to present a credit rating, not older than 6 months from the deadline for submitting a request to participate. The rating must be issued by a reputable credit rating agency.

The Contracting Authority reserves the right to collect a credit assessment from a credit rating agency.

Financial strength is evaluated in relation to turnover, operating profit margin, solidity and liquidity.

III.1.3. Technical and professional ability

List and brief description of selection criteria:

Description of the references: The tenderer shall have valuable experience from similar contracts.

Management system for information security, documentation requirements: The tenderer shall have an established management system for information security.

The management system shall cover all organisational units and processes that are included in the contract.

Minimum level(s) of standards possibly required:

Reference descriptions, documentation requirements: Description of the tenderer's 3 most relevant and comparable assignments during the last 3 years.

The tenderer must substantiate compliance by completing the attached template for reference descriptions. See Annex 5 - Referansebeskrivelser (Reference descriptions)

Information security management system, documentation requirements: Copy of information security certificate, ISO / IEC 27001 or equivalent recognised standard, issued by an accredited certification agency.

If the tenderer's management system is uncertified, the tenderer must document that the management system is equivalent to a recognised standard system with a brief description of the tenderer's system for information security, as well as how this is implemented and managed in the organisation.

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.1.5. Information about negotiation

The contracting authority reserves the right to award the contract on the basis of the initial tenders without conducting negotiations

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: 19/08/2022 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

Tender must be valid until: 30/01/2023

Section VI: Complementary information

VI.1. Information about recurrence

This is a recurrent procurement: no

VI.3. Additional information

VI.4. Procedures for review

VI.4.1. Review body

Official name: Vestre Innlandet tingrett

Postal address: Postboks 69

Town: Gjøvik

Postal code: 2801

Country: Norway

VI.5. Date of dispatch of this notice

05/07/2022