

**Norway-Tonstad: Archive services**

OJ S 133/2022 13/07/2022

Contract notice

Services

**Legal Basis:**

Directive 2014/24/EU

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**Section I: Contracting authority**

**I.1. Name and addresses**

Official name: Sirdal Kommune

National registration number: 964 964 165|

Postal address: Tonstadveien 28

Town: TONSTAD

NUTS code: NO092 Agder

Postal code: TONSTAD

Country: Norway

Contact person: Nikolai Munthe-Kaas

E-mail: [nikolai@odinprosjekt.no](mailto:nikolai@odinprosjekt.no)

Telephone: +47 41412262

**Internet address(es):**

Main address: <https://odinprosjekt.no>

Address of the buyer profile: <https://eu.eu-supply.com/ctm/Company/CompanyInformation/Index/264506>

**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=335781&B=KGVLIGHT](http://eu.eu-supply.com/app/rfq/rwlenrance_s.asp?PID=335781&B=KGVLIGHT)

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=335781&B=KGVLIGHT](http://eu.eu-supply.com/app/rfq/rwlenrance_s.asp?PID=335781&B=KGVLIGHT)

Tenders or requests to participate must be submitted to the abovementioned address

**I.4. Type of the contracting authority**

Regional or local authority

**I.5. Main activity**

General public services

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**Section II: Object**

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

**II.1.1. Title**

Case and filing system

Reference number: 2022/348

**II.1.2. Main CPV code**

92512000 Archive services

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

Services

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

The contracting authority intends to enter into a contract for delivery of a cloud-based case and archiving system.

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

Value excluding VAT: 4 500 000,00 NOK

### **II.1.6. Information about lots**

This contract is divided into lots: no

## **II.2. Description**

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

48311100 Document management system, 48329000 Imaging and archiving system, 79560000 Filing services, 79995100 Archiving services, 92512000 Archive services

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

NUTS code: NO092 Agder

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

The contracting authority intends to enter into a contract for delivery of a cloud-based case and archive system. The solution must cover the necessary functionality to drive digital work processes and follow-up of these, including administrative case processing, handling and onward routing of incoming mail, managing all processes related to meeting and committee processes, recording and archiving in-line with applicable requirements and privacy protection throughout the entire contract period. The contracting authority wants as much work as possible to be carried out in the solution, without the need for manual updating in other systems.

Security in the system, including all integrations, must be sufficient that sensitive information can be processed and stored safely in the system.

The solution shall, as a minimum, contain the functions that are stated in the tenderer's offer, including functionality that is demonstrated during the contest phase.

### **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**

Value excluding VAT: 4 500 000,00 NOK

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

Duration in months: 48

This contract is subject to renewal: no

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

Variants will be accepted: no

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

Options: yes

Description of options:

Option for 4 (1 + 1 + 1 + 1) years extension managed by the contracting authority.

### **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:

The tenderer must be registered in a company register or trade register in the state where the tenderer is established.

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

List and brief description of selection criteria:

Tenderers must have the necessary economic and financial capacity to fulfil the contract.

A credit rating of 'credit worthy' or equivalent will be sufficient to fulfil the requirement.

Minimum level(s) of standards possibly required:

Tenderers must have the tax, employer contribution and VAT payments in order.

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

List and brief description of selection criteria:

Ability to fulfil contracts:

The tenderer is required to have very good implementation ability and an organisation that has the capacity to fulfil the contract.

Experience:

The tenderer must have good experience from comparable assignment, i.e. good experience with converting existing solutions and implementation, commissioning, support and maintenance of equivalent solutions.

Quality assurance:

The assignment requires tenderers to have quality management systems.

Information security

The assignment requires tenderers to have information security management systems.

### **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**

#### **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: 26/08/2022 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**

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

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

Date: 26/08/2022 Local time: 12:00

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

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#### **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: Sør-Rogaland tingrett, rettssted Egersund

Postal address: Torget 2

Town: EGRSUND

Postal code: 4370

Country: Norway

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

08/07/2022