

**Norway-Sandvika: Business and management consultancy and related services**

OJ S 215/2016 08/11/2016

Contract notice

Services

Directive 2004/18/EC

**Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: Bærum kommune [Bærum Municipality]

National registration number: 935478715

Postal address: Arnold Haukelands plass 10

Town: Sandvika

Postal code: 1304

Country: Norway

For the attention of: Jorunn Rian

E-mail: [jorunn.rian@baerum.kommune.no](mailto:jorunn.rian@baerum.kommune.no)

Telephone: +47 48247965

**Internet address(es):**Address of the buyer profile: <http://eu.eu-supply.com/ctm/Supplier/CompanyInformation/Index/244059>Electronic access to information: [http://eu.eu-supply.com/app/rfq/rwlentrance\\_s.asp?PID=174174&B=KGVLIGHT](http://eu.eu-supply.com/app/rfq/rwlentrance_s.asp?PID=174174&B=KGVLIGHT)Electronic submission of tenders and requests to participate: [http://eu.eu-supply.com/app/rfq/rwlentrance\\_s.asp?PID=174174&B=KGVLIGHT](http://eu.eu-supply.com/app/rfq/rwlentrance_s.asp?PID=174174&B=KGVLIGHT)**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**

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

Framework agreement, consultancy services for 1) Competence development, Management support/development; 2) Analyses and reports.

**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: Sandvika.

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

Number Envisaged maximum number of participants to the framework agreement: 3

#### **Duration of the framework agreement**

Duration in years: 4

#### **Estimated total value of purchases for the entire duration of the framework agreement**

Estimated value excluding VAT:

Range: between 24 000 000 and 40 000 000 NOK

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

The aim of the procurement is to establish parallel framework agreements that can be used to obtain necessary external competence for the contracting authority. The agreements shall cover the contracting authority's requirement for competence not available in own organisation, or in connection with requirements for independent external assignments. The contracts can also be used if extra capacity and transfer of competence are needed. The requested consultancy services are divided into two competence areas, and independent tender contests for each competence area will be implemented.

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

79400000 Business and management consultancy and related services, 72221000 Business analysis consultancy services, 79200000 Accounting, auditing and fiscal services, 79210000 Accounting and auditing services, 79311400 Economic research services, 79311410 Economic impact assessment, 79410000 Business and management consultancy services, 79411100 Business development consultancy services, 79412000 Financial management consultancy services, 79414000 Human resources management consultancy services, 79419000 Evaluation consultancy services, 79420000 Management-related services, 79421000 Project-management services other than for construction work, 79421100 Project-supervision services other than for construction work, 79421200 Project-design services other than for construction work, 79633000 Staff development services, 79998000 Coaching 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**

The requested consultancy services are divided into two competence areas, and independent tender contests for each competence area will be implemented. The contracting authority shall

enter into three parallel framework agreements for each competence area.  
Based on the previous year's consumption, the total annual amount is estimated to be approx. 3 NOK — 5 NOK, excluding VAT, for each competence area.  
The estimated value is subject to great uncertainty. The annual amount will depend on financial framework terms, political decisions and the market situation in general.

#### **II.2.2. Information about options**

Options: no

#### **II.2.3. Information about renewals**

This contract is subject to renewal: yes

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 1.3.2016. Completion 28.2.2019

### **Section III: Legal, economic, financial and technical information**

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#### **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: Company Registration Certificate.

Requirement:

Tenderers shall be a legally established company.

Documentation requirement:

— Norwegian companies: Company Registration Certificate;

— Foreign companies: Verification that the company is registered in a trade index or business register as prescribed by the law of the country in which the company is established.

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

List and brief description of conditions: Tax certificates.

Requirement:

The tenderer's tax affairs shall be in order in relation to payment of tax and VAT.

Documentation requirement:

— Tax certificate;

— VAT certificate.

A tax certificate and a VAT certificate for paid fees issued either by the local tax office or the

tax collection office where the tenderer's head office is located. The certificates shall not be older than 6 months, from expiry of the tender deadline.

— Norwegian tenderers who are not VAT obliged must provide confirmation of this from the Norwegian tax authorities.

— Foreign tenderers must submit certificates from authorities equivalent to the Norwegian authorities.

Financial.

Requirement:

The tenderer is required to be financially solvent, which gives the contracting authority the security that the tenderer will be financially viable throughout the period of the agreement.

Financially solvent means that the tenderer is worthy of credit (Bankruptcy Risk Class 5 in accordance with D&B).

Tenderers with a lower rating will be rejected.

Documentation requirement:

— The Contracting Authority will obtain an extended report. The report contains the auditor's report, negative payment remarks, accounts and rating history, and shall be based on the last known accounting figures. The extended report from the Norwegian company will be assessed for Norwegian companies that submit a tender on behalf of a foreign company.

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

List and brief description of conditions:

Experience.

Requirement:

Very good experience from equivalent contracts is required.

Experience from equivalent assignments in the private and public sectors is required. C.f. point 1.3.

Documentation requirement:

— The service provider's 5 most important contracts in the last 3 years per competence area that the service provider is applying to be prequalified for, including:

— Name of Customer;

— Contract length;

— The contract's scope (value and/or number of invoiced hours);

— The service provider's function/area of responsibility;

— Name and contact information of the customer's contact person so that the Contracting Authority can confirm references if needed;

— A short description of the contract/project. The service provider's contribution shall be clearly stated.

### **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**

Restricted

### **IV.1.2. Information about the limits on the number of candidates to be invited**

Envisaged minimum number 7: and Maximum number 10

Objective criteria for choosing the limited number of candidates: Experience.

Very good experience from equivalent contracts is required.

Experience from equivalent assignments in the private and public sectors is required. C.f. point 1.3.

Documentation: The service provider's 5 most important contracts in the last 3 years per competence area that the service provider is applying to be prequalified for, including:

— Name of Customer;

— Contract length;

— The contract's scope (value and/or number of invoiced hours);

— The service provider's function/area of responsibility;

— Name and contact information of the customer's contact person so that the Contracting Authority can confirm references if needed;

— A short description of the contract/project. The service provider's contribution shall be clearly stated.

If there are more than 7 to 10 providers per competence area who meet the minimum qualifications given in the qualification documentation, the contracting authority will rank the tenderers based on their degree of compliance with the point given above.

### **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**

16/7383

### **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**

8.12.2016 - 10:00

### **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**

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

**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**

4.11.2016