

NO-Bergen: Adult and other education services

OJ S 247/2012 22/12/2012

Contract notice

Services

Directive 2004/18/EC

## Section I: Contracting authority

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### I.1. Name and addresses

Official name: Hordaland politidistrikt

Postal address: Allehelgens Gate 6, Postboks 285 Sentrum

Town: Bergen

Postal code: 5804

Country: Norway

Contact person: Felles Administrativ Enhet

For the attention of: Line Kallestad Jensen

E-mail: [post.hordaland@politiet.no](mailto:post.hordaland@politiet.no)

Telephone: +47 55556300

#### Internet address(es):

Address of the buyer profile: [http://www.doffin.no//search/Search\\_AuthProfile.aspx?ID=AA1588](http://www.doffin.no//search/Search_AuthProfile.aspx?ID=AA1588)

#### 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

Ministry or any other national or federal authority, including their regional or local subdivisions

### I.3. Main activity

Public order and safety

### 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

Programme for manager development.

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

Services

Service category No 24: Education and vocational education services

Main site or place of performance: The centre of Bergen, Norway.

NUTS code

#### II.1.3. Information about a framework agreement or a dynamic purchasing system

The notice involves a public contract

#### **II.1.4. Information about framework agreement**

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

Hordaland police district would like tenders for an education programme for managers. The education programme, which shall have 75 participants, shall start in September 2013 and finish in June 2015. The education programme shall be adapted for the police department's special challenges and it shall be in accordance with the manager platform for the police department.

NOTE: To register your interest in this notice and obtain any additional information please visit the Doffin Web Site at [http://www.doffin.no/Search/Search\\_Switch.aspx?ID=276414](http://www.doffin.no/Search/Search_Switch.aspx?ID=276414)

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

80400000 Adult and other education services, 80590000 Tutorial services, 79420000 Management-related services, 79632000 Personnel-training 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**

Approx. 75 middle and first line managers shall take part in the manager development programme during the programme period of 4 terms. The teaching shall be organised in small groups. The theory training shall be organised in 3 groups of 25 persons. Practical exercises shall be organised in 7-8 groups of approx. 10 persons. Each participant shall, after completing the programme, have participated in 8 days of theory sessions and 8 days of group sessions.

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

Options: yes

Description of options: The awarding authority has an option to extend the contract on the same terms for a further one programme period of the same extent for new participants, from autumn 2015 to spring 2017.

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

This contract is subject to renewal: no

### **II.3. Duration of the contract or time limit for completion**

Start 2.9.2013. Completion 30.6.2015

## **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: (1) Company registration certificate.

(2) Value added tax certificate (National requirement).

(3) Company tax certificate (National requirement).

(4) Self-declaration in compliance with Appendix 2 (HSE) of the Norwegian procurement regulations (National requirement).

The company shall be legally established.

Tenderers shall document that all tax obligations have been fulfilled.

Tenderers shall document that all legal requirements in Norway for HSE have been fulfilled or will be fulfilled upon the award of contract.

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

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

List and brief description of conditions:

(1) Manpower proposed for this contract (organisation chart) with names and CV's of the key personnel who will be responsible for its execution (for service and works contracts).

(2) A list of the principal deliveries effected, or main services provided, by the company, in the past three years, with the values, dates and recipients (for supply and service contracts).

(3) Other documentation required (please state below).

Certificate and CVs with a description of formal education and work experience for the subject coordinator and the persons who shall be used for the project.

In the event of sub suppliers being used: Front page of a signed contract or self-declaration as described in the tender documents.

Description of routines.

Self-declaration that the tenderer is or will be affiliated to a message router that supports Basware for sending electronic invoices.

Minimum level(s) of standards possibly required:

Tenderers shall have experience from equivalent assignments.

Tenderers shall have sufficient manpower for this assignment.

The subject coordinator shall have education at masters level within management and s/he shall have teaching experience within management.

The subject coordinator shall in addition have management experience or experience from assignments for companies within management. Knowledge of management challenges in the public sector is desirable.

The manpower for this assignment shall have the necessary competence to fulfil the assignment. I.e. a minimum of relevant university college or university education at bachelor level, as well as manager experience or experience from assignments within management and teaching experience.

Tenderers shall have established connections with any sub suppliers/cooperation partners /agents, and shall have the right to use the offered resources during the contract period.

Tenderers shall have good routines for the assessment of the education programme, handling

any absences of lecturers/group supervisors and any sub suppliers shall be certified.  
Tenderers shall be able to send electronic invoices to the police department.

#### **III.2.4. Information about reserved contracts**

#### **III.3. Conditions specific to services contracts**

##### **III.3.1. Information about a particular profession**

##### **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: yes

### **Section IV: Procedure**

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#### **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**

201205633.

##### **IV.3.2. Previous publication concerning this procedure**

##### **IV.3.3. Conditions for obtaining specifications and additional documents or descriptive document**

##### **IV.3.4. Time limit for receipt of tenders or requests to participate**

18.2.2013 - 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**

until: 28.6.2013

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

Place:

Not open to the public.

## **Section VI: Complementary information**

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### **VI.1. Information about recurrence**

### **VI.2. Information about European Union funds**

### **VI.3. Additional information**

All enquiries shall be sent in writing to [post.hordaland@politiet.no](mailto:post.hordaland@politiet.no) and are to be marked with ref. no. 201205633. Tenderers shall not communicate with other units or individual persons at the awarding authority in order to acquire further information on the procurement. Oral enquiries will not be answered.

(NT Ref:276526).

### **VI.4. Procedures for review**

#### **VI.4.1. Review body**

Official name: Hordaland politidistrikt

Postal address: Pb 285 Sentrum

Town: Bergen

Postal code: 5804

Country: Norway

E-mail: [post.hordaland@politiet.no](mailto:post.hordaland@politiet.no)

#### **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**

18.12.2012