

**Sweden-Gothenburg: Scanning and invoicing services**

OJ S 132/2023 12/07/2023

Contract notice

Services

**Legal Basis:**

Directive 2014/24/EU

**Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: Räddningstjänsten Storgöteborg

National registration number: 222000-0752

Postal address: Ävägen 2, Box 5204

Town: Göteborg

NUTS code: SE Sverige

Postal code: 402 24

Country: Sweden

Contact person: Rebecka Abrahamsson

E-mail: [rebecka.abrahamsson@rsgbg.se](mailto:rebecka.abrahamsson@rsgbg.se)

Telephone: +46 31-3352967

**Internet address(es):**Main address: <http://www.rsgbg.se/>**I.3. Communication**The procurement documents are available for unrestricted and full direct access, free of charge, at: <https://www.e-avrop.com/rsgbg/e-Upphandling/NoticeLink.aspx?id=82057>

Additional information can be obtained from the abovementioned address

Tenders or requests to participate must be submitted electronically via: <https://www.e-avrop.com/rsgbg/e-Upphandling/NoticeLink.aspx?id=82057>

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**

Public order and safety

**Section II: Object**

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

Skanning och fakturahantering

Reference number: 2023/337UH-2023-21

**II.1.2. Main CPV code**

79999000 Scanning and invoicing services

**II.1.3. Type of contract**

Services

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

Upphandlingen avser skanning av leverantörsfakturor, mottagande och utskick av kundfakturor och andra typer av aviseringar.

Tjänsten omfattar även arkivering och hantering av handlingar, gallringsregler, sekretess mm. Leverantören ansvarar för samtliga handlingar, underlag och material, såväl i pappersform som i elektronisk form.

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

Value excluding VAT: 2 800 000,00 SEK

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

This contract is divided into lots: no

### **II.2. Description**

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

79999000 Scanning and invoicing services

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

NUTS code: SE Sverige

NUTS code: SE2 Södra Sverige

NUTS code: SE23 Västsverige

NUTS code: SE232 Västra Götalands län

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

Upphandlingens uppskattade värde är 2 800 000 kronor.

Volymen är en uppskattning baserad på tidigare års statistik samt en analys av RSGs framtida behov. De verkliga volymerna kan komma att under- eller överstigas, dock inte mer än för avtalet angiven takvolym. De upphandlande myndigheterna förbinder sig inte att avropa bestämd kvantitet eller värde.

Beräknad volym uppskattas till ca 6 000 st leverantörsfakturor per år.

PDF-fakturor uppskattas till ca 3000 st per år.

Pappersfakturor uppskattas till ca 3000 st per år.

Antal kundfakturor uppskattas till ca 35 000 st per år, varav ca 20 000 st skrivs ut, kuverteras och skickas i pappersformat.

E-fakturor beräknas till ca 10 000 st per år.

PDF-fakturor beräknas till ca 5 000 st per år.

Övrigt:

Antal aviseringar uppskattas till ca 15 000 st, som skrivs ut, kuverteras och skickas i pappersformat.

Antal protokoll uppskattas till ca 14 000 st, som skrivs ut, kuverteras och skickas i pappersformat.

#### **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: 2 800 000,00 SEK

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

Start: 01/02/2024 End: 31/01/2028

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: 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 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**

The procurement involves the establishment of a framework agreement  
Framework agreement with a single operator

##### **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: 14/09/2023

##### **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**

Swedish

##### **IV.2.6. Minimum time frame during which the tenderer must maintain the tender**

Tender must be valid until: 31/12/2023

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

Date: 15/09/2023 Local time: 00:00

### **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: Förvaltningsrätten i Göteborg och migrationsdomstol  
Postal address: Box 53197

Town: Göteborg

Postal code: 400 15

Country: Sweden

E-mail: [forvaltningsrattenigoteborg@dom.se](mailto:forvaltningsrattenigoteborg@dom.se)

Telephone: +46 31-7327000

Fax: +46 31-7117859

Internet address: <http://www.forvaltningsrattenigoteborg.domstol.se>

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

07/07/2023