

Norway-Oslo: Insurance services  
OJ S 243/2016 16/12/2016  
Contract notice – utilities  
Services

Directive 2004/17/EC

## Section I: Contracting entity

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### I.1. Name and addresses

Official name: Flytoget AS [The Airport Express Train]

Postal address: Biskop Gunnerus' gate 14A

Town: Oslo

Postal code: 0101

Country: Norway

For the attention of: Åge Pedersen

E-mail: [age.pedersen@flytoget.no](mailto:age.pedersen@flytoget.no)

#### Internet address(es):

Electronic access to information: <http://permalink.mercell.com/63442402.aspx>

Electronic submission of tenders and requests to participate: <http://permalink.mercell.com/63442402.aspx>

#### Additional information can be obtained from:

the abovementioned address

**Specifications and additional documents (including documents for a dynamic purchasing system) can be obtained from:** the abovementioned address

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

### I.2. Main activity

Railway services

### I.3. Contract award on behalf of other contracting entities

The contracting entity is purchasing on behalf of other contracting entities: 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 entity

Personnel insurances for the Airport Express Train.

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

Services

Service category No 6: Financial services a) Insurances services b) Banking and investment services

Main site or place of performance: Oslo.

NUTS code NO01 Oslo og Akershus

#### 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)**

The Airport Express Train shall renew all personnel insurances from March 2017. This applies to occupational injuries, travel insurances, health insurances and 'loss of license'. There are 330 persons employed by the Airport Express Train.

The agreement period is from 1.3.2017 and applies for one year with options for annual renewal for further three years (1+1+1).

The procurement will be carried out as a two stage negotiated procedure in accordance with the utilities regulations § 5-1. 'With negotiations' means also presentation of tender offer.

Among the qualified service providers, the Airport Express Train will select minimum 3 providers for participation in the tender contest, provided that there is a sufficient number of qualified providers available. The selection of the tenderers who will be able to participate in the competition will be made according to the principle best qualified. Tenderers must fulfil all the qualification requirements in order to be qualified. From the qualified tenderers, Flytoget will choose the tenderers who are best qualified based on total implementation ability, based on documentation of the qualification requirements.

Norwegian Broker is, on behalf of the Airport Express Train implementing the procurement process until agreements are signed.

Norwegian Broker is the Airport Express Train's regular consultant for insurance of persons.

The Contracting Authority uses Merccell Sourcing Service. To express your interest and gain access to any documents, please click on the link below or copy and paste the link into your browser. [<http://permalink.merccell.com/63442402.aspx>]. Then follow the instructions on the website.

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

66510000 Insurance services, 66511000 Life insurance services, 66512000 Accident and health insurance services, 66515000 Damage or loss insurance services

### **II.1.7. Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: no

### **II.1.8. Information about 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**

330 employees shall be included in the insurance agreements.

Estimated value excluding VAT

Range: between 8 000 000 and 12 000 000 NOK

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

Options: yes

Description of options: The contract is for 1 year, with an option for 1+1+1 year. Maximum 4 years.

Provisional timetable for recourse to these options:  
in months: 36 (from the award of the contract)

### **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 1.3.2017

## **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: K 01 Tax and VAT certificate. Requirement: Tenderers must have submitted their tax assessments and paid tax, payroll tax and VAT. Documented by: Tax and VAT certificate. The certificate shall not be older than 6 months from the deadline for receipt of tenders. Any arrears or other irregularities must be justified. If the tenderer is planning to use sub-providers, tax certificates must be provided for them as well.

K 02 Company Registration Certificate. Requirement: The tenderer must be a legally established company. Documentation: Company Registration Certificate or equivalent from the tenderer's home country.

K 03 The tenderer shall fill in a self-declaration regarding conditions that may lead to rejection. Use Flytoget's attached template: 'Egenerklæring som kan føre til avvisning' ('Self-declaration that may lead to rejection')

K 04 The tenderer must accept Flytoget's ethical requirements for service providers. The attached 'Ethiske krav til leverandører' ('Ethical requirements for the service providers') shall be signed and attached the tender.

K 05 The service provider shall have good conduct and will be assessed in the same way as the rejection rules in the Public Procurement Regulations § 20-12 (1), letter e, and § 20-12, second and third paragraphs. Delivery of tenders is considered as a verification that the requirement is fulfilled.

K 06 The service provider cannot be involved in debt negotiations, or in any way be subject to public supervision. Delivery of tenders is considered as a verification that the requirement is fulfilled.

K 07 The tenderer shall complete a self-declaration about social conditions, child labour and working conditions for foreign suppliers. Use Flytoget's attached template 'Social responsibility self declaration form'.

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

List and brief description of conditions: K 08 The tenderer must have sufficient economic and financial capacity to complete the contract. Documentation Requirement: 1) The latest Annual Financial Statements with auditor's comments. Flytoget will obtain this information itself if the company is registered in Norway. If not accessible, the tenderer must provide documentation.

2) Bankruptcy rating low (A1-A3) or moderate (B1-B3) at Proff Forvalt ([www.forvalt.no](http://www.forvalt.no)), both in the short and long term. Flytoget shall themselves obtain documentation on the bankruptcy rating if the company is registered in Norway. If not accessible, the tenderer must provide documentation. 3) Credit rating from an approved credit rating agency and a minimum rating A in accordance with Dun & Bradstreet, rating AAA in accordance with Standard & Poor's, and/or A+ in accordance with A.M., as well as partial-rating of finances; satisfactory, creditability; acceptable. Or equivalent rating from other agencies. Tax Certificates shall be attached. The contracting authority reserves the right to obtain further documentation if required. Service providers who do not fulfil the financial capacity requirement can use other companies, e.g. by providing a fulfilment guarantee from a parent company. Attention is drawn to the fact that documentation in such an event must be provided that shows that the other company fulfils the qualification requirement and that the company confirms that they will make the necessary resources available to the service provider, cf. the utilities regulations § 7-11 (3). If the service provider has any valid reasons for not being able to provide the documentation requested by the Flytoget, the service provider may prove its financial position with any other document that is acceptable to Flytoget. If the service provider has such valid reasons, he may contact Flytoget in writing in order to clarify which other documentation is acceptable.

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

List and brief description of conditions: K 09 The tenderer is required to be registered in business registers as required by the tenderer in the tenderer's country of establishment. To be substantiated by presenting a certificate.

K 10 The tenderer shall have a legal permission to provide insurance services in Norway. Documented by confirmation from the Financial Supervisory Authority of Norway ('Finanstilsynet').

K 11 Expertise and implementation ability are required in the disciplines included by the agreement. Tenderers shall describe their organisation as well as how the organisation will be used for the fulfilment of the agreement.

K 12 Focus on environment is required. A description of the company's routines and systems in relation to environmental management. If the routines are described in the company's quality or environmental management system according to ISO 14001, the Eco-Lighthouse, or equivalent 3rd party verified systems, a valid certificate must be presented.

### **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**

Negotiated

Some candidates have already been selected (if appropriate under certain types of negotiated procedures): no

## **IV.2. Award criteria**

### **IV.2.1. Award criteria**

The most economically advantageous tender in terms of the criteria stated in the specifications or in the invitation to tender or to negotiate

### **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 entity**

16/343

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

no

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

(except for a DPS)

Time limit for receipt of requests for documents or for accessing documents: 2.1.2017 - 12:00

Payable documents: no

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

3.1.2017 - 16:00

### **IV.3.5. Languages in which tenders or requests to participate may be submitted**

Other: Norwegian.

### **IV.3.6. Minimum time frame during which the tenderer must maintain the tender**

### **IV.3.7. 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**

14.12.2016