

**Norway-Trondheim: Architectural and related services**

**OJ S 244/2016 17/12/2016**

**Contract notice**

**Services**

**Directive 2004/18/EC**

**Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: NTNU [The Norwegian University of Science and Technology]

National registration number: 974 767 880

Postal address: Høgskoleringen 1

Town: Trondheim

Postal code: 7491

Country: Norway

For the attention of: Hege Elisabeth Sannan Skorild

E-mail: [hege.skorild@ntnu.no](mailto:hege.skorild@ntnu.no)

Telephone: +47 90155512

**Internet address(es):**

General address of the contracting authority: [www.ntnu.no](http://www.ntnu.no)

**Additional information can be obtained from:**

Official name: NTNU [The Norwegian University of Science and Technology]

National registration number: 974 767 880

For the attention of: Hege Elisabeth Sannan Skorild

E-mail: [hege.skorild@ntnu.no](mailto:hege.skorild@ntnu.no)

Telephone: +47 90155512

Internet address: [www.ntnu.no](http://www.ntnu.no)

**Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained from:**

Official name: NTNU [The Norwegian University of Science and Technology]

National registration number: 974 767 880

For the attention of: Hege Elisabeth Sannan Skorild

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Telephone: +47 90155512

Internet address: [www.ntnu.no](http://www.ntnu.no)

**Tenders or requests to participate must be submitted:** Official name: NTNU [The Norwegian University of Science and Technology]

National registration number: 974 767 880

For the attention of: Hege Elisabeth Sannan Skorild

E-mail: [hege.skorild@ntnu.no](mailto:hege.skorild@ntnu.no)

Telephone: +47 90155512

Internet address: [www.ntnu.no](http://www.ntnu.no)

**I.2. Type of the contracting authority**

Body governed by public law

**I.3. Main activity**

Education

**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

NTNU Campus development — Mapping work patterns as well as concept development for areas.

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

Services

Service category No 12: Architectural services; engineering services and integrated engineering services; urban planning and landscape engineering services; related scientific and technical consulting services; technical testing and analysis services

Main site or place of performance: Trondheim.

NUTS code NO Norge

#### 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)

NTNU has several sub-projects under the project NTNU's co-location of its campus in Trondheim.

Mapping activity and work patterns and concept development for areas included in the Master Plan for the campus in Trondheim, which consists of 3 sub-projects:

- Mapping work patterns and activities and concept development for areas (this assignment);
- General physical plan;
- Subject location in the co-located campus.

The assignment will include varied assignments, which shall provide a basis for a room and function programme for new buildings and alterations to existing buildings. The room and function programme will then be included in the construction programme, which shall state measurements, requirements and frameworks for the completed buildings and outside areas.

An important part of the assignment will be to exchange knowledge and the basis to the 2 other sub-projects included in the master plan.

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

71200000 Architectural and related services, 79421000 Project-management services other than for construction work, 79410000 Business and management consultancy services, 72224000 Project management consultancy services, 71530000 Construction consultancy services, 71318000 Advisory and consultative engineering services, 71310000 Consultative engineering and construction services, 71300000 Engineering services, 71241000 Feasibility study, advisory service, analysis, 71210000 Advisory architectural 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: yes

Tenders may be submitted for all lots

### **II.1.9. Information about variants**

Variants will be accepted: no

## **II.2. Scope of the procurement**

### **II.2.1. Total quantity or scope**

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

Options: yes

Description of options: The work with mapping and concept development of areas is closely connected to NTNU's internal processes to find subject locations in the new co-located campus in Trondheim. NTNU will consider using all or parts of the same consultant team in the main assignment for this tender enquiry, for assisting the internal project group with work on subject location in the co-located campus. This includes, amongst other things, mapping different dependencies and proximity needs, both internally and externally.

### **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 20.2.2017. Completion 31.12.2017

Information about lots

Lot No: 1

Lot title: Mapping and concept development

#### **1) Short description**

Development of the basis for the room and function programme (RFP) for the concrete construction projects with concrete tenants.

#### **2) CPV code(s)**

71200000 Architectural and related services, 71210000 Advisory architectural services, 71241000 Feasibility study, advisory service, analysis, 71300000 Engineering services, 71310000 Consultative engineering and construction services, 71318000 Advisory and consultative engineering services, 71530000 Construction consultancy services, 72224000 Project management consultancy services, 79410000 Business and management consultancy services

#### **3) Quantity or scope**

Unknown.

Estimated value excluding VAT: 4 000 000 NOK

#### **4) Indication about different time frame or duration**

#### **5) Additional information about lots**

Lot No: 2

Lot title: Project management

#### **1) Short description**

NTNU' project manager and project manager support for the main assignment.

#### **2) CPV code(s)**

72224000 Project management consultancy services, 79421000 Project-management services other than for construction work

#### **3)**

### **Quantity or scope**

The award of the contract for part 2 will be subject to NTNU's need at the award date as well as the quality in the received tenders for part 2. Part 2 must be, thus, understood as an option for NTNU.

#### **4) Indication about different time frame or duration**

#### **5) Additional information about lots**

### **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: Tenderers must be a legally registered company.

Documentation requirement:

Company registration certificate or equivalent documentation that shows that the tenderer is registered in a trade register in his home country.

The company should have no arrears relating to the payment of taxes and duties to the government.

Documentation requirement:

Tax and VAT certificate, not older 6 months from the deadline for receipt of tenders.

Foreign tenderers must submit equivalent certificates from their own country that show that they have orderly conditions in relation to the payment of tax and duties. If the authorities in the relevant country do not issue these certificates, the tenderer should submit a statement which states that all taxes and duties have been paid. The declaration shall be approved and signed by the tenderer's Financial Director/ person responsible for Finance.

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

List and brief description of conditions: The economic and financial position shall be documented by the following information.

1. The last approved annual accounts with the annual report including the auditor's report and any recent relevant information.

2. Solidity assessment from a company with a licence to run a credit information company.

The evaluation must not be older than 3 months old from the tender deadline, based on the last known available accounting figures and should enlighten about credit worthiness and the degree of bankruptcy risk (bankruptcy prediction).

If a tenderer has valid reasons as to why the requested documentation cannot be presented, a guarantee from a parent company that fulfils the qualification requirement, or alternative

documentation in the form of, for example, a statement from an auditor or financial institution that is suitable for fulfilling the documentation requirement, can be accepted.

Minimum level(s) of standards possibly required: Tenderers must have a sufficient economic and financial position.

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

List and brief description of conditions:

1. A description of the tenderer's organisation, including technical personnel or technical units that the tenderer has at their disposition to fulfil the contract, regardless of whether they belong to the company or not.

There shall be a specification of which resources (the number of employees as well as a statement of relevant competence) belong to the tenderer and which belong to other companies.

2. Documentation of the most important relevant deliveries in the last 3 years.

The documentation for each delivery must state:

a. the customer's name and contact information (NTNU reserves the right to contact the customer for verification purposes without further dialogue with the tenderer);

b. the contract's extent, value and duration;

c. a detailed description of the assignment;

d. a description of why the tenderer considers the reference relevant for this procurement.

Note: Maximum 1 A4 page per delivery.

3. A copy of a quality assurance certificate (ISO 9001/equivalent), issued by an accredited certification body.

Minimum level(s) of standards possibly required:

1. Both the tenderer and any sub-suppliers shall have good delivery capacity and ability.

2. Both the tenderer and any sub-suppliers shall have experience from projects with a comparative value to this project. NTNU is particularly requests relevant experience from own work with:

— Future orientated design of work places and meeting places for learning for higher education and research.

— Facilitation of areas for innovation and external communication for synergy with teaching and research.

— Projects with ambitious environment and use quality requirements.

— Process management for projects with relevant extent and complexity.

— Public builder and/or public user.

— Deliveries for area planning/

town planning.

— Large building complexes located in a challenging urban plan connection.

3. Both the tenderer and any sub-suppliers shall have established satisfactory quality assurance methods.

### **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: 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

ANSK-0183-16

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

Prior information notice

Notice number in the OJ S: [2016/S 224-409481](#) of 19.11.2016

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

Time limit for receipt of requests for documents or for accessing documents: 24.1.2017

Payable documents: no

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

25.1.2017 - 12:00

#### 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

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

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

Persons authorised to be present at the opening of tenders: no

## 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**

Please note that the competition is administered through NTNU's supplier portal Amesto.  
<https://sourcing.amesto.com/avantra/Customer/trondheim/modules/purchase/published/>

**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**

15.12.2016