

Norway-Leikanger: Insurance brokerage services

OJ S 247/2016 22/12/2016

Contract notice**Services****Directive 2004/18/EC****Section I: Contracting authority**

I.1. Name and addresses

Official name: Sogn og Fjordane fylkeskommune [Sogn og Fjordane County]

National registration number: 941388841

Postal address: Askedalen 2

Town: Leikanger

Postal code: 6863

Country: Norway

For the attention of: John Arne Lund Eliassen

E-mail: john.arne.lund.eliassen@sfj.no

Telephone: +47 57656100

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Internet address(es):Address of the buyer profile: <https://kgv.doffin.no/ctm/Supplier/CompanyInformation/Index/2653>Electronic access to information: <https://kgv.doffin.no/ctm/Supplier/Documents/Folder/150315>**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

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

Tender 2016 Insurance brokerage services.

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: Leikanger.

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)

The purpose of the tender notice is to enter into a service agreement for Insurance brokerage services for Sogn og Fjordane County and participating collaborating partners. The tender contest is for insurance of personnel and insurance of buildings and properties.

II.1.6. CPV code(s)

66518100 Insurance brokerage services

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

The procurement is covered by the Government Procurement Agreement: no

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. 25.0 NOK per annum for a contract period of 3 years.

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 1.4.2017. Completion 31.3.2020

Section III: Legal, economic, financial and technical information

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: The tenderer shall have orderly conditions in relation to tax and VAT payments. Tax certificates not older than 6 months from the tender deadline. Tax certificate means:

Norwegian tenderers:

The certificate can be obtained from Altinn.no

Foreign tenderers:

Foreign tenderers shall present equivalent certificates from their country that show that their tax and duty payments are in order.

Tenderers are required to have a legally established company.

— Company Registration Certificate:

Norwegian companies:

Company registration certificate from the Brønnøysund Register Centre (not older than 6 months).

Foreign companies:

Proof that the company is registered in a trade index or business register as prescribed in the legislation of the country in which the tenderer is established.

— Certificates for registration in professional registers as determined by the legislation in the country where the tenderer is established.

III.2.2. Economic and financial ability

List and brief description of conditions: Tenderers shall have the economic capacity to fulfil the contract.

The contracting authority will evaluate the tenderers' qualification based on the accounting figures and key figures in Proff Forvalt (log-in sites).

All companies that have submitted their accounts to the Brønnøysund Register Centre will be registered in Proff Forvalt. Tenderers are asked to check whether such information is available in Proff Forvalt

(www.forvalt.no).

Tenderers who have not submitted their accounts to

the Brønnøysund Register Centre and are thus not registered in Proff Forvalt, or who do not fulfil the character requirements, can prove their economic and financial capacity with bank /parent company guarantees, relevant liability insurance and/or extracts from the annual accounts.

The contracting authority will deem bank/parent company guarantees or relevant liability insurance as suitable if there is documentation that the contracting authority's financial risk will be covered if the tenderer does not have the financial capacity to fulfil the contract. The contracting authority's financial risk is financial loss resulting from the contract not being fulfilled.

If a company has not submitted its accounts to the Brønnøysund Register Centre:

Enclose the accounts, the annual report and the key figures for the last 2 years.

We would like to remind you about the Public Procurement Regulations § 17-8 (2) on relying on other companies' capacity.

If a tenderer, due to valid reasons, cannot submit the requested documentation, the tenderer can prove his economic and financial position with any other documentation. The tenderer carries the risk for the document being suitable as documentation of sufficient economic and financial capacity.

III.2.3. Technical and professional ability

List and brief description of conditions:

The tenderer must have experience from equivalent contracts with county/municipal contracting authorities. An overview of comparable reference assignments that the tenderer has completed in the last 3 years. Information shall be provided on:

- The customer's name.
- Value per annum.
- Brief description of the contents.
- Date.
- Contact person reference (name, telephone number and email address).
- whether parts of the assignment will be carried out by sub-suppliers.

The contact persons will only be contacted if necessary. Use annex 6 — Reference List. The form can be extended so that sufficient information on the reference assignments can be added.

If a tenderer will use other providers to comply with the requirement, the documentation requirement also applies to these providers.

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

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

Sak 16/7609

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

1.2.2017 - 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

IV.3.8. Conditions for opening of tenders

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

Section VI: Complementary information

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

20.12.2016