

**Norway-Moen: Filing services**  
**OJ S 196/2021 08/10/2021**  
**Contract notice**  
**Services**

**Legal Basis:**  
Directive 2014/24/EU

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## **Section I: Contracting authority**

### **I.1. Name and addresses**

Official name: Målselv kommune

National registration number: 972 418 005

Postal address: Mellombygdveien 216

Town: Moen

NUTS code: NO Norge

Postal code: 9321

Country: Norway

Contact person: Magne Westby

E-mail: [magne.westby@malselv.kommune.no](mailto:magne.westby@malselv.kommune.no)

Telephone: +47 90207246

#### **Internet address(es):**

Main address: <https://www.malselv.kommune.no/>

Address of the buyer profile: <https://eu.eu-supply.com/ctm/Company/CompanyInformation/Index/376665>

### **I.3. Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at: <http://eu.eu-supply.com/ctm/Supplier/Documents/Folder/229755>

Additional information can be obtained from the abovementioned address

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**

General public services

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## **Section II: Object**

### **II.1. Scope of the procurement**

#### **II.1.1. Title**

The digitalisation of archive

Reference number: 2021/3036

#### **II.1.2. Main CPV code**

79560000 Filing services

#### **II.1.3. Type of contract**

Services

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

Målselv kommune [Målselv Municipality] wants to provide the best offer and good service regarding access to information for it's inhabitants. The project will digitalise historic archives and contribute to effective documentation and information management, which provides benefits for case managers, managers, politicians, industry and inhabitants. By making the archives digitally available, processes aimed at the municipality's inhabitants can be simplified and improved. The level of information will be improved and higher, which in turn ensures that one can connect faster and better decisions in the public proceedings.

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

Value excluding VAT: 1 600 000,00 NOK

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

This contract is divided into lots: no

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

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

NUTS code: NO Norge

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

Digitalisation of historic archives will increase the accessibility for employees and make the case management simpler, more efficient and give great security for correct and equal treatment. Future digital communication with the inhabitants, self-service solutions and digital case management (for .e.g eByggesak) depends on this work. The digitalised material will have the same information value as the current paper archive for internal and external users, but it will have easier access and simpler and more flexible retrieval through a user-friendly access solution.

The main procurement:

- a. Building application archive
- b. Surveying archive//surveyor' certificate of area measure
- c. Agricultural archive/Farm archive
- d. Forest road archive

The main procurement combined is estimated to be 108.5 shelf metres.

#### **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: 1 600 000,00 NOK

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

Duration in months: 11

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: yes

Description of options:

The contracting authority wants an option for digitalisation of the following archives if they cannot be carried out simultaneously with other archives, for example for financial reasons:

Option:

e. Water and Sewage archive

f. Personal archive

#### **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 III: Legal, economic, financial and technical information**

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#### **III.1. Conditions for participation**

##### **III.1.1. Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**

List and brief description of conditions:

See the tender documentation

##### **III.1.2. Economic and financial standing**

List and brief description of selection criteria:

See the tender documentation

Minimum level(s) of standards possibly required:

See the tender documentation

##### **III.1.3. Technical and professional ability**

List and brief description of selection criteria:

See the tender documentation

Minimum level(s) of standards possibly required:

See the tender documentation

#### **III.2. Conditions related to the contract**

##### **III.2.2. Contract performance conditions**

See the tender documentation

### **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**

##### **IV.1.8. Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: no

#### **IV.2. Administrative information**

##### **IV.2.2. Time limit for receipt of tenders or requests to participate**

Date: 10/11/2021 Local time: 12:00

**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**  
English, Norwegian

**IV.2.6. Minimum time frame during which the tenderer must maintain the tender**  
Tender must be valid until: 10/02/2022

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

Date: 10/11/2021 Local time: 12:00

Place:

Målselv Municipality, Moen

## **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: KOFA

Postal address: postboks 511 Sentrum

Town: bergen

Postal code: 5805

Country: Norway

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

Telephone: +47 55193000

Internet address: <https://www.klagenemndssekretariatet.no>

**VI.4.3. Review procedure**

Precise information on deadline(s) for review procedures:

See the tender documentation

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

04/10/2021