

Norway-Bergen: Business services: law, marketing, consulting, recruitment, printing and security

OJ S 175/2023 12/09/2023

Contract notice

Services

Legal Basis:

Directive 2014/24/EU

Section I: Contracting authority

I.1. Name and addresses

Official name: Norges Handelshøyskole

National registration number: 974 789 523

Postal address: Helleveien 30

Town: Bergen

NUTS code: NO0A2 Vestland

Postal code: 5045

Country: Norway

Contact person: Gry Loftesnes

E-mail: gry@odinprosjekt.no

Internet address(es):

Main address: <https://www.nhh.no/>

I.3. Communication

The procurement documents are available for unrestricted and full direct access, free of charge, at: <https://tendsign.com/doc.aspx?Uniqueld=afacyhrznd&GoTo=Docs>

Additional information can be obtained from the abovementioned address

Tenders or requests to participate must be submitted electronically via: <https://tendsign.com/doc.aspx?Uniqueld=afacyhrznd&GoTo=Tender>

I.4. Type of the contracting authority

National or federal agency/office

I.5. Main activity

Education

Section II: Object

II.1. Scope of the procurement

II.1.1. Title

Framework agreement for the purchase of printing and copying services

Reference number: 23/5

II.1.2. Main CPV code

79000000 Business services: law, marketing, consulting, recruitment, printing and security

II.1.3. Type of contract

Services

II.1.4. Short description

The contracting authority would like to enter into a framework agreement with one tenderer for the delivery of printing and copying services. For further information about the procurement, please refer to Part 2 Annex 1 Contracting Authority's Requirements Specification and Part 2 Annex 4a Price Form. The estimated value over four years is approx. NOK 4,000,000. The upper limit for call-offs is NOK 6,000,000.

II.1.5. Estimated total value

Value excluding VAT: 6 000 000,00 NOK

II.1.6. Information about lots

This contract is divided into lots: no

II.2. Description

II.2.2. Additional CPV code(s)

22000000 Printed matter and related products, 30197600 Processed paper and paperboard, 30197640 Self-copy or other copy paper, 79000000 Business services: law, marketing, consulting, recruitment, printing and security, 79500000 Office-support services, 79521000 Photocopying services, 79800000 Printing and related services

II.2.3. Place of performance

NUTS code: NO0A2 Vestland

Main site or place of performance: Bergen

II.2.4. Description of the procurement

The contracting authority would like to enter into a framework agreement with one tenderer for the delivery of printing and copying services. For further information about the procurement, refer to Part 2 Annex 1 Contracting Authority's Requirements Specification and Part 2 Annex 4a Price Form.

II.2.5. Award criteria

Criteria below

Quality criterion - Name: Product and service quality / Weighting: 40%

Price - Weighting: 60%

II.2.6. Estimated value

Value excluding VAT: 6 000 000,00 NOK

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

Start: 10/11/2023 End: 09/11/2025

This contract is subject to renewal: yes

Description of renewals:

2 extension(s), each for 12 months

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

A framework agreement will be signed for 24 months, with the possibility for an extension for 12 + 12 months, for a total of 48 months.

Section III: Legal, economic, financial and technical information

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:

Requirement: Tenderers must be a legally established company.

Documentation: Tax and VAT certificates.

The certificate must not be older than 6 months from the tender deadline. The certificate can be obtained electronically from Altinn. For further information, see Skatteetaten.no.

For foreign tenderers:

Foreign tenderers must submit equivalent certificates from the country of origin, that substantiate that payment of taxes and duties is in order. If the authorities in the relevant country do not issue such certificates, the tenderer shall submit a statement which verifies that all taxes and duties have been paid. The declaration must be approved and signed by the tenderer's Financial Director/ person responsible for Finance.

Fulfilment of the requirement must be declared and documented upon request.

III.1.2. Economic and financial standing

List and brief description of selection criteria:

Requirement: Tenderers must have sufficient economic and financial capacity to fulfil the contract. Creditworthiness with no requirement for guarantees will be sufficient to meet the requirement.

Documentation: The contracting authority will carry out a credit assessment via Proff Forvalt. Start-ups that are not creditworthy must document sufficient financial capacity in other ways. Tenderers can choose to rely on the capacity of other companies to fulfil the economic and financial position requirements.

NOTE: If the tenderer relies on subcontractors, an ESPD and a declaration of commitment from the subcontractor must be submitted.

III.1.3. Technical and professional ability

List and brief description of selection criteria:

Requirement: Tenderers must have sufficient capacity and implementation ability to fulfil the contract, both for printing and copying services.

Documentation: An overview of the company's total manpower, as well as an overview of the number of man-labour years, with competence for special/important disciplines for the execution of this contract.

NOTE: If the tenderer relies on subcontractors to fulfil, for example, the requirement for delivery time for copying services, an ESPD and declaration of commitment from the subcontractor must be submitted.

Fulfilment of the requirement must be declared and documented upon request (the tenderer's own overview).

Requirement: Tenderers must have experience from comparable assignments. This applies for both printing and copying services.

Documentation: Overview of the tenderer's most relevant assignments during the last 3 years. The overview must contain a description of the delivery, including complexity, the role of the company, value, date and name of client. It is the tenderer's responsibility to document relevance through the description.

Tenderers can document experience by referring to the competence of personnel at disposal for this assignment, including experience that has been acquired while personnel performed services for another supplier.

Fulfilment of the requirement must be declared and documented upon request (completed Appendix 5)

Requirement: Tenderers must have systems for quality assurance.

Documentation: Description of the company's procedures concerning quality management, with emphasis on quality assurance, resource management, management's responsibility and continual analysis and improvement (including deviation management).

If a tenderer has valid ISO 9001 certification, this certificate will be accepted as documentation of fulfilment of the qualification requirement.

Fulfilment of the requirement must be declared and documented upon request.

Requirement: Tenderers must have established procedures and management systems to ensure minimal environmental impact when carrying out this framework agreement.

Documentation: Description of the tenderer's procedures for environmental management, including environmental policy and objectives, identified environmental aspects, and an environmental management plan to achieve the objectives.

If a tenderer is certified in accordance with the Eco Lighthouse Scheme, EMAS, or ISO 14001 for the service area, or equivalent third-party standards, it is sufficient to submit a copy of a valid certificate to verify the compliance with the requirement.

Fulfilment of the requirement must be declared and documented upon request.

III.2. Conditions related to the contract

III.2.2. Contract performance conditions

The contract will contain requirements related to wages and working conditions, documentation and sanctions in accordance with the regulations dated 8 February 2008 no. 112 regarding wages and work conditions in public contracts.

Section IV: Procedure

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

In the case of framework agreements, provide justification for any duration exceeding 4 years:

A framework agreement will be signed with one tenderer.

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: 12/10/2023 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**

Norwegian

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

Tender must be valid until: 09/01/2024

IV.2.7. Conditions for opening of tenders

Date: 12/10/2023 Local time: 12:05

Section VI: Complementary information

VI.1. Information about recurrence

This is a recurrent procurement: no

VI.2. Information about electronic workflows

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

VI.3. Additional information

Mercell notice: <https://opic.com/id/afacyhrznd>

VI.4. Procedures for review**VI.4.1. Review body**

Official name: Hordaland tingrett

Postal address: Postboks 7412

Town: Bergen

Postal code: 5020

Country: Norway

E-mail: hordaland.tingrtt@domstol.no

Telephone: +55 6999700

Internet address: <https://www.domstol.no/no/domstoler/tingrett/hordaland-tingrett/>

VI.4.3. Review procedure

Precise information on deadline(s) for review procedures:

To be indicated in the award notice.

VI.5. Date of dispatch of this notice

07/09/2023