

**Norway-Kongsvinger: Travel agency and similar services**

OJ S 179/2023 18/09/2023

**Contract notice****Services****Legal Basis:**

Directive 2014/24/EU

**Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: Regionalt Innkjøp i Kongsvingerregionen

National registration number: 944117784

Postal address: Rådhusplassen 3

Town: KONGSVINGER

NUTS code: NO020 Innlandet

Postal code: 2212

Country: Norway

E-mail: [riik@kongsvinger.kommune.no](mailto:riik@kongsvinger.kommune.no)

Telephone: +47 62874000

**Internet address(es):**Main address: <https://permalink.mercell.com/197115437.aspx>Address of the buyer profile: <http://www.kongsvinger.kommune.no/>**I.1. Name and addresses**

Official name: Eidskog kommune

Town: Skotterud

NUTS code: NO020 Innlandet

Country: Norway

E-mail: [postmottak@eidskog.kommune.no](mailto:postmottak@eidskog.kommune.no)**Internet address(es):**Main address: [www.eidskog.kommune.no](http://www.eidskog.kommune.no)**I.1. Name and addresses**

Official name: Kongsvinger kommune

Town: Kongsvinger

NUTS code: NO020 Innlandet

Country: Norway

E-mail: [servicetorget@kongsvinger.kommune.no](mailto:servicetorget@kongsvinger.kommune.no)**Internet address(es):**Main address: [www.kongsvinger.kommune.no](http://www.kongsvinger.kommune.no)**I.1. Name and addresses**

Official name: Nord-Odal kommune

Town: Sagstua

NUTS code: NO020 Innlandet

Country: Norway

E-mail: [postmottak@nord-odal.kommune.no](mailto:postmottak@nord-odal.kommune.no)**Internet address(es):**Main address: [www.nord-odal.kommune.no](http://www.nord-odal.kommune.no)

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

Official name: Våler kommune

Town: Våler i Solør

NUTS code: NO020 Innlandet

Country: Norway

E-mail: [postmottak@vaaler-he.kommune.no](mailto:postmottak@vaaler-he.kommune.no)

**Internet address(es):**

Main address: [www.vaaler-he.kommune.no](http://www.vaaler-he.kommune.no)

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

Official name: Åsnes kommune

Town: Flisa

NUTS code: NO020 Innlandet

Country: Norway

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

**Internet address(es):**

Main address: [www.asnes.kommune.no](http://www.asnes.kommune.no)

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

Official name: Elverum kommune

Town: Elverum

NUTS code: NO020 Innlandet

Country: Norway

E-mail: [postmottak@elverum.kommune.no](mailto:postmottak@elverum.kommune.no)

**Internet address(es):**

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

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

Official name: Hamar kommune

Town: Hamar

NUTS code: NO020 Innlandet

Country: Norway

E-mail: [postmottak@hamar.kommune.no](mailto:postmottak@hamar.kommune.no)

**Internet address(es):**

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

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

Official name: Indigo IKS

Town: Hamar

NUTS code: NO020 Innlandet

Country: Norway

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

**Internet address(es):**

Main address: <https://www.indigo-ikt.no/author/indigo-ikt-iks/>

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

Official name: Ringsaker kommune

Town: Brumunddal

NUTS code: NO020 Innlandet

Country: Norway

E-mail: [postmottak@ringsaker.kommune.no](mailto:postmottak@ringsaker.kommune.no)

**Internet address(es):**

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

**I.1. Name and addresses**

Official name: Stange kommune

Town: Stange

NUTS code: NO020 Innlandet

Country: Norway

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

**Internet address(es):**

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

**I.1. Name and addresses**

Official name: Etnedal kommune

Town: Etnedal

NUTS code: NO020 Innlandet

Country: Norway

E-mail: [postmottak@etnedal.kommune.no](mailto:postmottak@etnedal.kommune.no)

**Internet address(es):**

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

**I.1. Name and addresses**

Official name: Nord-Aurdal kommune

Town: Fagernes

NUTS code: NO020 Innlandet

Country: Norway

E-mail: [nak@nord-aurdal.kommune.no](mailto:nak@nord-aurdal.kommune.no)

**Internet address(es):**

Main address: <https://www.nord-aurdal.kommune.no/>

**I.1. Name and addresses**

Official name: Sør-Aurdal kommune

Town: Bagn

NUTS code: NO020 Innlandet

Country: Norway

E-mail: [postmottak@sor-aurdal.kommune.no](mailto:postmottak@sor-aurdal.kommune.no)

**Internet address(es):**

Main address: <https://www.sor-aurdal.kommune.no/>

**I.1. Name and addresses**

Official name: Vang kommune

Town: Vang i Valdres

NUTS code: NO020 Innlandet

Country: Norway

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

**Internet address(es):**

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

**I.1. Name and addresses**

Official name: Vestre Slidre kommune

Town: Slidre

NUTS code: NO020 Innlandet

Country: Norway

E-mail: [post@vestre-slidre.kommune.no](mailto:post@vestre-slidre.kommune.no)

**Internet address(es):**

Main address: <https://www.vestre-slidre.kommune.no/>

**I.1. Name and addresses**

Official name: Øystre Slidre kommune

Town: Heggenes

NUTS code: NO020 Innlandet

Country: Norway

E-mail: [post@oystre-slidre.kommune.no](mailto:post@oystre-slidre.kommune.no)

**Internet address(es):**

Main address: <https://www.oystre-slidre.kommune.no/>

**I.2. Information about joint procurement**

The contract involves joint procurement

The contract is awarded by a central purchasing body

**I.3. Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at: <https://permalink.mercell.com/197115437.aspx>

Additional information can be obtained from the abovementioned address

Tenders or requests to participate must be submitted electronically via: <https://permalink.mercell.com/197115437.aspx>

**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**

Travel agency services for the municipalities in Innlandet 2023 - 2027

Reference number: 2023/366

**II.1.2. Main CPV code**

63510000 Travel agency and similar services

**II.1.3. Type of contract**

Services

**II.1.4. Short description**

The contracting authority intends to enter into a framework agreement for travel agency services that enables a functional, fully digital, efficient, comprehensive, and user-friendly booking of business travels.

**II.1.5. Estimated total value**

Value excluding VAT: 11 500 000,00 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: NO020 Innlandet

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

The framework agreement shall amongst others include the following services:

- online bookings (web and app) of flights, hotels, rental cars, etc.
- Round-the-clock online self-service system
- Travel advice /booking.
- Round-the-clock travel assistance
- Emergency preparedness and safety in case of accidents

#### **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: 11 500 000,00 NOK

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

Duration in months: 24

This contract is subject to renewal: yes

Description of renewals:

1 year + 1 year.

#### **II.2.10. Information about variants**

Variants will be accepted: no

#### **II.2.11. Information about options**

Options: yes

Description of options:

The following organisations have options to enter the agreement: Etnedal municipality, Nord-Aurdal municipality, Sør-Aurdal municipality, Vang municipality, Vestre Slidre municipality, Øystre Slidre municipality, Eidskog municipality, Nord-Odal municipality, Våler municipality, Åsnes municipality

#### **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:

Tenderers must be registered in a company register, professional register or a trade register in the country where the tenderer is established.

Documentation requirement: Norwegian tenderers: Company registration certificate Foreign tenderers: Verification showing that the tenderer is registered in a company register, professional register or a trade register office in the country where the tenderer is established. The tenderer must be a member of Reisesgarantifondet (the Travel Guarantee Fund) or an equivalent organisation.

Documentation requirements: Copy of membership certification or other suitable documentation.

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

List and brief description of selection criteria:

Tenderers must have sufficient economic and financial capacity to fulfil the agreement.

Documentation Requirement: Credit rating equivalent to A (credit worthy) or better, measured on the Bisnode Norge AS AAA rating system, or equivalent score from other reputable rating companies. The rating must be based on the last known accounting figures and it must be carried out by a credit information agency with permissions thereof. Newly started companies with a credit rating of AN, individual foreign companies or companies without reporting obligation to the Brønnøysund Register Centre will not always be able to submit a credit rating as documentation that the qualification requirement is satisfied. In such cases, this can be compensated by providing alternative documentation together with the tender.

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

List and brief description of selection criteria:

Tenderers must have experience from comparable assignments. Documentation Requirement: A description of up to 3 of the tenderer's most relevant assignments during the last 3 years, Appendix 6 - Response Form experience must be completed. The description must include a statement of the assignment value, dates and recipients (name, telephone number and e-mail address). It is the tenderer's responsibility to document relevance through the description.

The tenderer shall have a good and well functioning quality assurance system. Documentation Requirement: Report on the tenderer's quality assurance system and procedures documenting that the requirement is met. It is sufficient to submit a valid certificate if this is described in the company's quality assurance system in accordance with ISO 9001 or an equivalent third party verified system,

Tenderers must have an established environmental management system. Documentation requirement: Certification in accordance with ISO 14001, EMAS, Eco-Lighthouse, or equivalent environment management standards. The contracting authority may accept other documentation of corresponding environmental management measures if the tenderer is unable to present certification thereof within the deadline, and this is not because of the tenderer itself. The tenderer shall present a copy of certification in accordance with the standards mentioned above by the end of the first year of the agreement.

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

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

The contract terms are attached to 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**

The procurement involves the establishment of a framework agreement  
Framework agreement with a single operator

**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: 09/10/2023 Local time: 23:59

**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**

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

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

Date: 09/10/2023 Local time: 23:59

**Section VI: Complementary information**

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

Official name: Romerike og Glåmdal tingrett  
Town: Kongsvinger  
Country: Norway

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

13/09/2023