

**Norway-Hamar: Video conferencing software package**

**OJ S 180/2023 19/09/2023**

**Contract notice**

**Supplies**

**Legal Basis:**

Directive 2014/24/EU

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**Section I: Contracting authority**

**I.1. Name and addresses**

Official name: Indigo IKT IKS

National registration number: 930283487

Postal address: Postboks 4063

Town: Hamar

NUTS code: NO Norge

Postal code: 2306

Country: Norway

Contact person: Dag Thomas Nybø-Sørensen (innkjøper)

E-mail: [dagthomas.nybosorensen@inventura.no](mailto:dagthomas.nybosorensen@inventura.no)

Telephone: +47 55134480

**Internet address(es):**

Main address: <https://permalink.mercell.com/211934964.aspx>

Address of the buyer profile: <https://www.inventura.no/>

**I.3. Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at: <https://permalink.mercell.com/211934964.aspx>

Additional information can be obtained from the abovementioned address

Tenders or requests to participate must be submitted electronically via: <https://permalink.mercell.com/211934964.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**

Procurement of a Digital meeting portal - professional system for meeting and committee management

**II.1.2. Main CPV code**

48515000 Video conferencing software package

**II.1.3. Type of contract**

Supplies

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

This procurement concerns a digital meeting portal - professional system for meeting and committee management: A complete professional system for meeting and committee management, with functionality for meeting implementation. The solution must appear to be coherent and seamless to users.

Click <https://permalink.mercell.com/211934964.aspx>

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

Value excluding VAT: 3 000 000,00 NOK

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

This contract is divided into lots: no

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

#### **II.2.2. Additional CPV code(s)**

48311000 Document management software package, 48311100 Document management system, 48942000 Calendar software package, 72268000 Software supply services

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

NUTS code: NO02 Innlandet

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

This procurement concerns a digital meeting portal - professional system for meeting and committee management: A complete professional system for meeting and committee management, with functionality for meeting implementation. The solution must appear to be coherent and seamless to users.

The system being procured must be a professional system with built-in archive functionality - a professional system that does not need to be integrated with a Noark case archive system /external archive to ensure compliance with basic archive requirements.

The professional system must be a standardised solution - "off-the-shelf" - and delivered as a cloud service. The system must be able to be used by the municipalities without development. While the solution must be a standardised professional system, it must also be a living product that is constantly evolving.

The system should be scalable so that it can be adapted to different needs and can be used by both the municipalities and the inter-municipal collaborative schemes.

For the municipalities, the system will contribute to:

- Providing good and efficient implementation of formal meetings - digital, hybrid and physical;
- simplifying the work of meeting secretaries before, during and after meetings;
- providing good interaction between elected representatives and the municipal administration;
- being easy for elected representatives to learn and use;
- reducing the time spent by meeting participants;
- strengthening local democracy through good quality meetings, open dialogue with citizens and easy access to democratic processes;
- providing the individual citizen with the confidence that the municipality manages personal data securely throughout the entire process.

#### **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: 3 000 000,00 NOK

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

Start: 15/11/2023 End: 15/11/2026

This contract is subject to renewal: yes

Description of renewals:

The contract will have an initial duration of 3 years.

After the initial contract period, the agreement can be renewed on an ongoing basis for one year at a time as stated in the contract (SSA L).

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

Variants will be accepted: no

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

Options: yes

Description of options:

When entering into an agreement, Hamar, Løten and Stange call off on the offered system and associated services in the Agreement. The following municipalities in the collaboration Grue, Kongsvinger, Nord-Odal and Sør-Odal, as well as the new joint owner municipalities Våler and Åsnes, have an option to join the Agreement as contracting authorities/customers. Furthermore, the following IKS companies have an option to join the Agreement as contracting authorities/customers: Hias IKS, Sirkula IKS, Givas IKS, Hedmarken Brannvesen IKS, Glåmdal Brannvesen IKS, Glåmdal Interkommunale Renovasjonsselskap IKS, Nasjonalt kompetansesenter for 110-sentralen IKS and Indigo IKT IKS.

### **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 have orderly conditions with regard to payment of tax, employer's national insurance contributions and VAT. Documented by a tax certificate or equivalent.

Tenderers must be a legally established company. Documented by a company registration certificate or equivalent.

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

List and brief description of selection criteria:

1. The tenderer shall have sufficient financial strength to be able to fulfil the contract.

Minimum level(s) of standards possibly required:

1. Documented by annual accounts for 2022, as well as a credit rating from a recognised credit rating agency that is not older than three months.

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

List and brief description of selection criteria:

1. Tenderers must have sufficient implementation ability to fulfil the contract.
2. Tenderers must have good experience from relevant and comparable deliveries.
3. Tenderers must have an established management system for information security. The management system shall cover all organisational units and processes that are included in the contract.
4. Tenderers must have a documented and implemented satisfactory quality assurance /management system.
5. Tenderers must have and operate a good and functioning environmental management system.

Minimum level(s) of standards possibly required:

1. Documented by a brief and general description of the business.
2. Documented by a description of the tenderer's 3 most relevant and comparable assignments during the last 5 years.
3. Documented by a copy of ISO/IEC 27001 certificate or equivalent. If the system is not certified, documented by a description of the system's compliance with corresponding requirements.
4. A short description of the tenderer's quality assurance/management system.
5. Documented by a description of the environmental management system or a copy of a certificate from public certification body.

## **Section IV: Procedure**

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### **IV.1. Description**

#### **IV.1.1. Type of procedure**

Competitive procedure with negotiation

#### **IV.1.3. Information about a framework agreement or a dynamic purchasing system**

#### **IV.1.4. Information about reduction of the number of solutions or tenders during negotiation or dialogue**

Recourse to staged procedure to gradually reduce the number of solutions to be discussed or tenders to be negotiated

#### **IV.1.5. Information about negotiation**

The contracting authority reserves the right to award the contract on the basis of the initial tenders without conducting negotiations

#### **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: 16/10/2023 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

## **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: Østre innlandet tingrett

Town: Hamar

Country: Norway

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

14/09/2023