

Norway-Vinterbro: Accounting services

OJ S 223/2021 17/11/2021

Contract notice

Services

Legal Basis:

Directive 2014/24/EU

Section I: Contracting authority

I.1. Name and addresses

Official name: Follo Ren IKS

National registration number: 975 804 569

Postal address: Kveldroveien 4

Town: Vinterbro

NUTS code: NO Norge

Postal code: 1407

Country: Norway

Contact person: Nina Henriksen

E-mail: nina.henriksen@folloren.no

Telephone: +47 90804010

Internet address(es):

Main address: <http://www.folloren.no/>

Address of the buyer profile: <https://eu.eu-supply.com/ctm/Company/CompanyInformation/Index/246270>

I.3. Communication

The procurement documents are available for unrestricted and full direct access, free of charge, at: http://eu.eu-supply.com/app/rfq/rwlenrance_s.asp?PID=316065&B=KGVLIGHT

Additional information can be obtained from the abovementioned address

Tenders or requests to participate must be submitted electronically via: http://eu.eu-supply.com/app/rfq/rwlenrance_s.asp?PID=316065&B=KGVLIGHT

Tenders or requests to participate must be submitted to the abovementioned address

I.4. Type of the contracting authority

Other type: Inter-municipal company

I.5. Main activity

General public services

Section II: Object

II.1. Scope of the procurement

II.1.1. Title

Accounting and payroll services.

Reference number: 10-2021

II.1.2. Main CPV code

79211000 Accounting services

II.1.3. Type of contract

Services

II.1.4. Short description

Procurement of accounting and payroll services for Follo Ren IKS.

II.1.5. Estimated total value

II.1.6. Information about lots

This contract is divided into lots: no

II.2. Description

II.2.2. Additional CPV code(s)

79210000 Accounting and auditing services, 79211200 Compilation of financial statements services, 79631000 Personnel and payroll services

II.2.3. Place of performance

NUTS code: NO Norge

II.2.4. Description of the procurement

Procurement of accounting and payroll services for Follo Ren IKS. The tenderer will carry out the assignment via logging on to Follo Ren IKS' system (Visma Business).

II.2.5. Award criteria

Criteria below

Price

II.2.6. Estimated value

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

Start: 01/03/2022 End: 28/02/2025

This contract is subject to renewal: yes

Description of renewals:

Option to extend the contract for 1+1 year, i.e., until 28.2.2027.

II.2.10. Information about variants

Variants will be accepted: no

II.2.11. Information about options

Options: yes

Description of options:

Follo Ren IKS would like an option for a temporary person to stand in for our Controller for shorter or longer periods.

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

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 state where the tenderer is established.

Documentation:

Norwegian companies:

- Company Registration Certificate

Foreign companies:

- Verification showing that the tenderer is registered in a company register, professional register or a commerce register in the country where the tenderer is established.

III.1.2. Economic and financial standing

List and brief description of selection criteria:

Tenderers must have the financial capacity to comply with the contractual obligations.

- The company's annual accounts with the auditor's report for the last three years.
- Credit assessment/rating, not more than three months old and based on the last known fiscal figures. The rating should be carried out by an officially approved credit rating institution.

III.1.3. Technical and professional ability

List and brief description of selection criteria:

Tenderers are required to have experience with similar assignments in the last three years. Similar assignments mean contracts of the same type, scope, and value, where Visma Business is used as the accounting and payroll system.

Documentation:

Reference list for documentation of similar assignments in the last three years, including the scope, date, and recipient, as well as whether Visma Business was used as the accounting and payroll system.

A contact person must be named with an email address and telephone number.

The references will only be contacted if required.

Tenderers must have sufficient implementation ability and capacity.

Documentation:

- Documentation that at least one of the permanent named persons responsible for the assignment, cf. the tender documentation point 5.15, is a certified accountant.
- A description of spare capacity must be attached to cover absences and holidays.

Tenderers must have a quality assurance system.

The documentation must be provided in one of the following ways:

- A general description of the company's procedures concerning quality management, with emphasis on quality assurance, resource management, management responsibility and continuous analysis and improvement
- Tenderer's can document fulfilment of the requirement by attaching a copy of relevant certificates such as an ISO 9001:2000 certificate or equivalent.

Tenderers must have an environmental management systems.

The documentation must be provided in one of the following ways:

- A general description of the tenderer's environmental management system, showing environmental policy, goals, procedures and measures.
- Tenderers can document fulfilment of the requirement by attaching a copy of relevant environmental certificates/environmental standards such as ISO 14 001, EMAS, Eco-lighthouse or equivalent.

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

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: 15/12/2021 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

Norwegian

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

Tender must be valid until: 15/02/2022

IV.2.7. Conditions for opening of tenders

Date: 15/12/2021 Local time: 12:00

Section VI: Complementary information

VI.1. Information about recurrence

This is a recurrent procurement: no

VI.2. Information about electronic workflows

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: Follo Tingrett

Postal address: Vestveien 22

Town: Ski

Postal code: 1400

Country: Norway

VI.5. Date of dispatch of this notice

12/11/2021