

Norway-Bodø: Records management

OJ S 188/2023 29/09/2023

Contract notice

Services

Legal Basis:

Directive 2014/24/EU

Section I: Contracting authority

I.1. Name and addresses

Official name: Luftfartstilsynet

National registration number: 981 105 516

Postal address: Postboks 243

Town: Bodø

NUTS code: NO071 Nordland

Postal code: 8001

Country: Norway

Contact person: Britt-Helen Erlandsen

E-mail: bre@caa.no

Telephone: +47 75585000

Internet address(es):

Main address: <https://luftfartstilsynet.no>

Address of the buyer profile: <https://eu.eu-supply.com/ctm/Company/CompanyInformation/Index/249960>

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=380000&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=380000&B=KGVLIGHT

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

I.4. Type of the contracting authority

National or federal agency/office

I.5. Main activity

General public services

Section II: Object

II.1. Scope of the procurement

II.1.1. Title

Listing and media conversion of paper archives

Reference number: 23/20741

II.1.2. Main CPV code

79996100 Records management

II.1.3. Type of contract

Services

II.1.4. Short description

The Norwegian Civil Aviation Authority [Luftfartstilsynet] will carry out listing and media conversion of approx. 650 shelf metres of paper archives. The aim of listing and media conversion of the paper-based archive is to replace the paper originals with fully digital copies, and that the paper originals can be destroyed after media conversion and quality control have been completed. The scope of the procurement is list management at the case and/or folder level, the scanning process/image capture, post-processing and linking of scanned files with metadata and deposit/delivery, and for the scanned files to be delivered separately in a file structure.

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)

79560000 Filing services, 79995100 Archiving services, 79996100 Records management, 92512000 Archive services

II.2.3. Place of performance

NUTS code: NO071 Nordland

II.2.4. Description of the procurement

The Norwegian Civil Aviation Authority [Luftfartstilsynet] will carry out listing and media conversion of approx. 650 shelf metres of paper archives. The aim of listing and media conversion of the paper-based archive is to replace the paper originals with fully digital copies, and that the paper originals can be destroyed after media conversion and quality control have been completed. The scope of the procurement is list management at the case and/or folder level, the scanning process/image capture, post-processing and linking of scanned files with metadata and deposit/delivery, and for the scanned files to be delivered separately in a file structure.

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

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

Duration in months: 24

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: 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

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: no

IV.2. Administrative information

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

Date: 27/10/2023 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.2.7. Conditions for opening of tenders

Date: 27/10/2023 Local time: 12:00

Section VI: Complementary information

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: Salten Tingrett

Town: Bodø

Postal code: 8000

Country: Norway

VI.5. Date of dispatch of this notice

25/09/2023