

**Norway-Stavanger: Interpretation services**

OJ S 207/2023 26/10/2023

Contract notice

Services

**Legal Basis:**

Directive 2014/24/EU

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**Section I: Contracting authority**

**I.1. Name and addresses**

Official name: Stavanger kommune

National registration number: 964965226

Postal address: Postboks 8001

Town: STAVANGER

NUTS code: NO Norge

Postal code: 4068

Country: Norway

Contact person: Emilia Tufto

E-mail: [emilia.tufto@stavanger.kommune.no](mailto:emilia.tufto@stavanger.kommune.no)

Telephone: +47 51507090

**Internet address(es):**

Main address: <https://permalink.mercell.com/210839493.aspx>

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

**I.3. Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at: <https://permalink.mercell.com/210839493.aspx>

Additional information can be obtained from the abovementioned address

Tenders or requests to participate must be submitted electronically via: <https://permalink.mercell.com/210839493.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**

Interpreter services and translation

Reference number: 23/39721

**II.1.2. Main CPV code**

79540000 Interpretation services

**II.1.3. Type of contract**

Services

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

Stavanger, Sandnes, Sola and Randaberg municipalities welcome a tenderers to a tender contest for the provision of interpretation and translation services.

#### **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)**

79530000 Translation services

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

NUTS code: NO0A1 Rogaland

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

Stavanger, Sandnes, Sola and Randaberg municipalities welcome a tenderers to a tender contest for the provision of interpretation and translation services.

The contract will have a duration of two years with the possibility to extend for one year + one year.

The agreement contains three categories 1. On-site interpretation, 2. Remote interpretation (telephone and video) and 3. Translation.

The users of the contract are all of the municipalities' organisations and units, i.a. other refugee services, child welfare, doctor offices (general practitioners), health centres, schools, nursery schools, administration etc. The municipalities have inhabitants from approx. 179 countries, speaking well over 300 languages between them.

This contest aims to establish parallel framework agreements with 2 tenderers.

#### **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: yes

Description of renewals:

Extension of the service agreement for 1+1 year

#### **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 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:

Requirement: Tenderers must be a legally established company. Documentation: As documentation the Contracting Authority will obtain information from Experian. (The Contracting Authority subscribes to services from Experian). If the tenderer is registered in a foreign register of business enterprises, the tenderer must, upon request, present documentation that substantiates that the tenderer is registered in a trade index or other register of business enterprises as stated in the country where the tenderer is established.

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

List and brief description of selection criteria:

Requirement: Tenderers must have the economic ability to capacity to carry out the assignment. Documentation: The contracting authority will obtain the credit rating Commercial Delphi Score from Experian (the contracting authority subscribes to services from Experian). Tenderers must be in risk class 5 or higher on Experian's scale. Tenderers are expected to have familiarised themselves with registered information on the company and by submission of the tender accepts that the information will be obtained and form the basis of the assessment of the tenderer's financial situation. If the Contracting Authority is unable to find the credit rating for the company in Experian, or if the credit rating is in discrepancy with the required rating, the Contracting Authority will seek to find the required information in a different way. The Contracting Authority can for example evaluate if the financial ability is satisfactory based on other information available in the Experian system, or request other information that verifies that the tenderer has the required financial ability to fulfil the contract.

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

List and brief description of selection criteria:

Requirement: Experience is required from a minimum of three equivalent assignments. Corresponding means a completed contract with on-site interpreters, remote interpreters and translation over a similar scope to this agreement. For more information, see the in the contracting authority's requirements specification for a more detailed description of the subject matter of the contract, language diversity requirements, etc. Documentation of excellent implementation ability is required. Documentation: Tenderers must present, upon request, a list of the most important deliveries or services performed in the last five years, and this must as a minimum contain: A brief description of the assignment - Size or value of the deliveries - Date (contract period) - Name of the customers and a brief description of them. Contact information to relevant customers from the list must be available on request.

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

#### III.2.2. Contract performance conditions

See the published contract terms, including general terms and conditions, the contract document and data processing agreement.

## 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 several operators Envisaged maximum number of participants to the framework agreement: 2

#### **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: 22/11/2023 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**

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

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

Date: 22/11/2023 Local time: 12:00

### **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: Sør-Rogaland tingrett

Town: Stavanger

Country: Norway

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

21/10/2023