

Prekvalifiseringsgrunnlag FOSA del I og II konkurranse med forhandling



NORGES BANK

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1 Introduction

1.1 About Norges Bank

Norges Bank is Norway's central bank. Norges Bank shall promote economic stability in Norway. Norges Bank has executive and advisory responsibilities in the area of monetary policy and is responsible for promoting robust and efficient payment systems and financial markets. Norges Bank manages Norway's foreign exchange reserves and the Government Pension Fund Global. Norges Bank's core responsibility:

- promote price stability by means of monetary policy
- promote financial stability, contribute to robust and efficient financial infrastructures and payment systems and issue banknotes and coins.
- manage the portfolios of the GPFG and the bank's own foreign exchange reserves in an efficient and confidence-inspiring manner.

1.2 About the competition

Norges Bank is seeking to enter into a contract for printing banknotes. This invitation to participate contains information and requirements for those suppliers wishing to seek to be prequalified for the competition.

1.2.1 Short description of the procurement

Norges Bank announces a prequalification for production and delivery of banknotes, series VIII.

1.2.2 Extended description of the procurement

The new Norwegian banknote series (series VIII) has five denominations, four are issued and the last denomination will be issued November 2019. The scope of future deliveries is therefore to print denominations in series VIII, with a strong emphasis on quality assurance and physical security.

In addition, we require an arrangement whereby the supplier contributes towards maintaining our knowledge of the development of banknote products (paper, security elements, design) and production methods. The motivation is to be able to maintain the necessary platform for making optimal decisions on possible further development of our banknotes.

To achieve the above-mentioned objectives, which include a solid working relationship between the printer and the central bank, we envisage long term contracts.

Our annual total requirement has over the previous years amounted to approximately 50 million notes. Both due to reduced number of banknotes in circulation and the introduction of substrate treatment in series VIII, the future volumes are expected to be somewhat lower.

1.3 Rules and procedure

The rules governing the process are the Norwegian Public Procurement Act (No 69 of 16 July 1999; as amended by Act No. 25 of 11 May 2012) and the Defence and Security Procurement Regulations (No. 1185 of 1. January 2014). The procedure is negotiated procedure.

1.4 Duration and termination of the contract

This contract has a duration of six (6) years.

1.5 The scope

The total scope of the assignments to be given in the contract period is expected to be on the order of NOK 80 – 100 million inclusive VAT over a six year period. Please note that there is a high degree of uncertainty concerning the volume of the contract. Previous experience indicates that the need can vary widely from year to year.

1.6 Conflict of interest

Norges Bank will apply strict criteria in determining the existence of potential conflicts of interest. If, after an evaluation of the Supplier's statement and circumstances in other respects, Norges Bank concludes that a conflict of interest exists, the offer will be rejected.

The economic operator is expected to have a policy and procedure in place for identifying and assessing possible impartiality or conflicts of interest.

The economic operator must account for potential conflicts of interest and provide grounds for why it does not consider them to be of a nature that would disqualify it from accepting the contract.

2 Competition provisions

2.1 Holding of the competition

The procurement has been announced via the Merccell database.

This competition is implemented in accordance with the procedures in accordance with section 10-2 of the Defence and Security Procurement Regulations. Norges Bank intends to prequalify a minimum of 3 and a maximum of 5 economic operators according to section 3 in this document. The qualified tenderers will be invited to submit tenders and will receive a Request for Proposal.

2.2 Communication with Norges Bank

The request for participation, and all questions and correspondence concerning the prequalification shall be submitted in writing in English or Norwegian.

Note that all questions must be submitted in writing. Questions submitted during the tendering stage and appurtenant responses will be made available to all tenderers. If a tenderer discovers errors, omissions or ambiguities in the tender documentation that may be of importance for pricing or implementation, he is obliged immediately to notify Norges Bank of this. If a tenderer requests a clarification of any point in the tender documentation, this request shall be made in a timely manner and by January 10, 2019.

Norges Bank may also provide supplementary information to the same tender documentation, and in both instances send identically worded notification in writing to all who have received the tender documentation in a reasonably timely manner and no later than six (6) days prior to the closing date for tenders. Tenderers shall take this into consideration in their tenders. These notices will be sent only to the e-mail address provided by the tenderer. Please note that all questions must be submitted in writing. All communication in the process must be done via the Merccell portal. All communication will be logged. Select the Communication tab. Then click on the "New Message" icon in the menu bar. Enter information to the principal and then press "Send". If the question concerns all providers, the principal will answer this anonymously by providing the answer as an Announcement. Announcements is available under the Communication tab and then under the Announcements tab. You will also receive an email with a link to the announcement.

2.3 Freedom of Information Act

Under Section 23 third paragraph of the Freedom of Information Act of 5 May 2006, exemptions may be made in respect of tenders and minutes under rules made in pursuance of the Public Procurement Act, until a choice of supplier has been made. Section 13 of the Freedom of Information Act specifies that it is the confidential content of a document and not the document as a whole that may be exempt from public disclosure. For that reason, tenderers are urged to highlight/black out information in the tender deemed to be confidential. With regard to the duty of Norges Bank's employees to keep information in tenders and other materials from suppliers confidential, Section 12 of the Norges Bank Act applies: "Any and all persons rendering services to, or working for, the Bank are obliged to prevent others from gaining access to, or knowledge of, any matter that may come to their knowledge in the performance of their duties regarding the business affairs of the Bank or of other parties or the private circumstances of any person."

2.4 Pay and working conditions in supplier's organisation, requirements for union scale pay, etc.

In areas covered by the Regulation relating to generally applicable wage agreements, Norges Bank requires pay and working conditions in accordance with current regulations; in areas not covered by this Regulation, the Bank requires pay and working conditions in accordance with current national wage agreements pertaining to the industry in question. In this context, pay and working conditions mean rules concerning minimum working hours, pay, including overtime pay, shift allowance, allowance for working evenings and nights and hardship allowance and coverage of expenses for travel, food and lodging to the extent specified in the wage agreement.

If the supplier does not meet this obligation, Norges Bank has the right to withhold portions of the contractual amount, equal to approximately twice the amount the supplier has avoided paying until it is documented that the supplier is in compliance. The supplier and subcontractors, if any, shall, on request, document pay and working conditions for persons as mentioned in the first paragraph. The self-declaration on wage and working conditions (in English: Annex 2) must be signed before entering into a contract with Norges Bank.

2.5 Advertising

The supplier is obliged not to use in his advertising, or in another manner disclose to the public, information about this contract with annexes or results from this contract without the prior written approval of the customer. The supplier is obliged to include the equivalent provision in agreements with its subcontractors. If the supplier is participating in a competition in accordance with the Act and Regulation relating to public procurement, and a principal requires references from other customers, Norges Bank will approve its being used as a Reference.

2.6 Costs

All costs incurred by the tenderer in connection with participation in the competition shall be covered in their entirety by the tenderer.

2.7 Closing date

The request must be received by Norges Bank by the closing date.

Closing date: 25th of January 2019, 11:55 PM

All documents must be submitted electronically via the Merccell portal, www.merccell.no, within the closing date. Late arrivals will be rejected. (The system also does not allow to submit documents electronically via Merccell after the expiry of the deadline.) If you are not a Merccell user, or you have questions about functionality in the tool, for example, how to bid, contact Merccell Support on phone: +47 21 01 88 60 or by e-mail to: support@merccell.com. It is recommended that the

documents are delivered well in advance of the closing date, eg. minimum 1 hour before the closing date.

Should there be additional information from the principal that leads you to change your documents before the closing date, you can enter and open the tender, make any changes and resubmit until the closing date expires. The last delivered documents is considered the final documents.

The documents requires electronic signature upon delivery. You will be requested to submit an electronic signature. Electronic signatures can be obtained at www.commfides.com, www.buypass.no or www.bankid.no. Please note that it may take a few days to receive electronic signature.

3 Qualification requirements

Requirements – part 1 General Information Requested – Legal position – means of proof required

The supplier shall demonstrate satisfactory payment of tax and payment of value added tax	Certificate and compliance with tax and VAT legislation. The tax certificate must not be more than 6 months old calculated from the day of the deadline for submission of the request for admission. This will apply for all sub-Contractors as well.
The supplier shall have in place a functioning HES system	Corresponding certificates issued by the relevant authorities are required. Add a signed self-declaration regarding health, environment and safety in compliance with Annex 1. The declaration form is a part of this RFP document.
The supplier shall be a legally established enterprise	Certificates showing that the enterprise is registered in an industry register or business register as prescribed by the legislation of the country in which the supplier is established.

Requirements – part 2 Economic and financial capacity

The supplier shall have the economic capacity to complete the assignment/contract	Please provide the following information as evidence of economic and financial capacity: Copies of the last annual report including annual accounting and auditor's report, as well as more recent financial data with relevance to the financial situation of the company.
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Requirements – part 3 Documentation requirements relating to the technical and professional qualifications of the enterprise

The supplier shall have professional qualifications sufficient for performing tasks under the contract	As evidence of supplier's technical or professional qualifications, the following documentation shall be submitted in accordance with Norges Bank's scope described in Section 1.2: A short description of the supplier's technical capacity and the quality management system. A self-declaration stating that the supplier has the necessary professional qualifications sufficient for performing tasks under the contract. Norges Bank will demand that the banknote printer either is certified according to Intergraf certification Level CB, ISO 14298:2017, or is able to verify solutions with the same level of security. At this stage we require a self-declaration stating that the supplier meets this requirement. Norges Bank will define a few additional requirements which will be presented in the procurement document. A description of the activities in the export market in the past five years, · Number of export customers · Total export volumes · Number of long term contracts with customers specified on duration and delivered volumes · How the relations with the long term customers is organised,
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A description of experiences in the past five years with wet off-set printing in general and especially with 4+4 off-set plates (volumes and number of customers).

4 Shortlist

If more than 3 - 5 candidates satisfying the qualification criteria submit a request for participation, Norges Bank will draw up a shortlist of candidates that will be invited to submit tenders. Shortlisted candidates will be selected on the basis of an overall assessment of the qualification requests that best satisfy the following criteria for qualification:

- Activities in the export market Weighting 40 %
- Experiences from long term contracts and customer involvement Weighting: 40 %
- Experiences with wet-offset printing Weighting: 20 %

5 Timetable

Activity	Deadline/date
Final date for questions	January 10, 2019
Final date to submit the Request to Participate	January 25, 2019, 1155 PM
Invitation to participate in the tender is planned to be sent	End of February 2019

6 Rejection

The contracting entity has set a waiting period for challenging the contracting entity's decision to exclude or reject a request for participation in the procedure. The waiting period for making a challenge under Sections 10-6 of the Defence and Security Procurement Regulations is confirmed to be fifteen (15) days from date following the contracting entity's notification by electronic mail (cf. invitation to prequalification/request for proposal). The waiting period will be taken into account when the tender documentation is sent to qualified candidates.

7 Annexes

7.1 HSE self-declaration for non-Norwegian suppliers

Annex 1.

7.2 Self-declaration to wage and working conditions for non-Norwegian suppliers

Annex 2.