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# TENDER DOCUMENT

*Reprocessing – Gardarbanken High - 2020*

*(2020/222)*

**Open tendering competition of the Public Procurement Act and the Regulations relating to public procurement part I and III**

*Submission deadline: 06 April 2020*

*12:00 noon local time (Norway)*



**NORWEGIAN PETROLEUM  
DIRECTORATE**

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## 2 General description

### 2.1 About the Norwegian Petroleum Directorate

The Norwegian Petroleum Directorate (NPD) is a governmental specialist directorate and administrative body established in 1972.

The paramount objective of the NPD is to contribute to creating the greatest possible values for society from the oil and gas activities by means of prudent resource management based on safety, emergency preparedness and safeguarding of the external environment.

For more information about NPD, visit our website [www.npd.no](http://www.npd.no).

### 2.2 Scope of procurement

NPD invites You to submit bids for processing of 2D seismic data from the Barents Sea North. Please see Appendix I for further information about the tender.

### 2.3 Public announcement

The tender competition is announced in the Merccell-database, DOFFIN-database and in the TED-database.

## 3 Competition rules

### 3.1 Procedure

Open tendering competition, cf. the Norwegian Public Procurement Act and Regulations relating to public procurement. **This type of procedure does not allow for contract negotiations.** Only bidders that fulfil the qualification requirements will have their tenders evaluated. Bidders are not allowed to change the tender after the submission deadline.

### 3.2 Reservations and non-conformity

If the supplier has reservations regarding parts of the tender documentation, required specifications, contract or other tender documents, it shall be clearly stated in the bid. Any reservations must be specified, including consequences for performance, prices or other conditions.

The same applies to non-conformity. Reservations and non-conformities shall be stated precisely and unambiguously. They shall be stated in the bid letter in such a manner that the contractor can evaluate them without it being necessary to contact the supplier. Substantial reservations, and reservations or non-conformities that can result in uncertainty regarding evaluation of the bid compared to other bids, will/can result in the bid being disallowed.

If the supplier's reference to standardized terms of delivery, or something similar, deviates from existing tender or contract provisions, it will be regarded as a reservation.



**The suppliers can not make any reservation against the contract section 18, Wage and Working Conditions – Prohibition against Social Dumping. This is a statutory requirement that OD must include in our contracts.**

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### 3.3 Abidance

The bidder must abide by his/her tender until three months after the submission deadline.

### 3.4 Communication during the tender process

All communication during the process shall be routed via the Mercell-portal, [www.mercell.no](http://www.mercell.no). This is to assure that all communication will be logged. When you are logged on to the competition, chose the flag marked “Communication”, click on the symbol  “New message”. Enter the information to the authority and then click . The authority will then receive your message. If the question regards all bidders, the authority will answer the inquiry anonymously by giving the answer as additional information. Additional information is available under the flag “Enquiry”, then the flag “Additional information”. You will also receive an e-mail with a link to the additional information.

## 4 Qualification requirements

### 4.1 General requirements

Requirement	Documents required
<b>Circumstances regarding the bidder’s tax remittances shall be in order (this only applies to Norwegian companies).</b>	<ul style="list-style-type: none"> <li>• Tax certificate</li> <li>• VAT certificate</li> </ul> <p>More information: <a href="https://www.skatteetaten.no/en/forms/ef-1316-certificate-for-tax-and-value-added-tax/">https://www.skatteetaten.no/en/forms/ef-1316-certificate-for-tax-and-value-added-tax/</a></p>

### 4.2 Company registration

Requirement	Documents required
<b>The bidder shall be registered in the “The Register of Business Enterprises” in Brønnøysund or registration in a trade register or the like as set out in the laws of the country of registration of the bidder.</b>	<ul style="list-style-type: none"> <li>• Copy of company registration certificate or similar.</li> </ul>

### 4.3 Experience

Requirement	Documents required
<b>The bidder must have considerable experience with similar assignments.</b>	Description of the company`s most relevant previous assignments. The description should include an overall description of the assignment, extract of the study, timing and contact information of the client.  (CVs are not acceptable documentation in this context )

### 4.4 Financial strength

Requirement	Documents required
<b>The bidder must have sound financial strength</b>	A copy of company annual accounts or extracts thereof, with notes from an authorised public accountant as well as the last two available quarter results. NPD may accept any other documentation that confirms financial strength.

## 5 Award criteria

Only tenders that is submitted by qualified bidders and that meet the requirements and specifications given in the tender document will be considered.

The NPD will choose the most economically advantageous tender, based on the following criteria:

Criteria	Weight	Documents required
<b>5.1.Price</b>	25%	A quotation of prices in accordance with section 4, in Appendix I – Scope of Work.
<b>5.2. Quality, including offered technology and competence</b>	25%	A brief description of your offered technology in accordance with sections 2.4 and 2.5 in Appendix I – Scope of Work
<b>5.3 The key persons experience with processing of similar seismic data</b>	50%	Manpower for this assignment (organization plan) with names and CV`s for the key persons who shall carry out the services.

## 6 Submission and disposition of tender

### 6.1 Submission of tender

All tenders shall be submitted electronically via the Mercell portal, [www.mercell.no](http://www.mercell.no) by the tender deadline. Tenders delivered after the deadline will not be accepted. (The system does not permit tenders to be sent electronically via Mercell after the tender deadline.)

If you are not a Mercell customer, or you have questions regarding how the application functions, e.g how to submit a tender, please contact Mercell Support at tel +47 21 01 88 60, or by e-mail to

[support@mercell.com](mailto:support@mercell.com). It is recommended to submit the tender in adequate time before the deadline. A minimum of one day before the deadline is suggested.

If NPD should provide additional information that results in you wanting to change your tender before the deadline, you can access your offer, open it, make the necessary changes and send it again right up to the deadline. The last submitted tender will be regarded as the final one.

The tender requires an electronic signature when it is submitted. When sending the tender electronically, an electronic signature will be requested to confirm that you are the actual bidder who has submitted the tender. An electronic signature can be obtained at [www.commfides.com](http://www.commfides.com), [www.buypass.no](http://www.buypass.no) or [www.bankid.no](http://www.bankid.no).

We would like to remind you that it can take some days to acquire an electronic signature, and therefore recommend that this process be initiated as soon as possible.

## 6.2 Disposition of tender

The tender shall be enunciated in English and as in this disposition:

File name	Contents
<b>Qualification requirements</b>	<b>Documents are to be enclosed in the step Kvalifikasjonskrav/Qualification requirements when you submit the tender in Mercell.</b>
<b>Q01 – Tax / VAT certificate</b>	Ref 5.1
<b>Q02 - Company registration</b>	Ref 5.2
<b>Q03 – Description of previous assignments</b>	Ref 5.3
<b>Q04 – Financial strength</b>	Ref 5.4
<b>Documents required</b>	<b>Documents are to be enclosed under the tab Dokumenter/Documents when you submit the tender in Mercell.</b>
<b>DOC01 – Cover page</b>	Signed by a responsible/liable representative for the bidder. Confirmation that NPD's contract terms are accepted. Minor reservations with reference to specific contract clauses must be quoted with alternative proposals, as this type of procedure does not allow for negotiations. Name and contact information of the bidder.
<b>DOC02 – Price</b>	Ref.5.1.
<b>DOC03 – Description of technology</b>	Ref.5.2
<b>DOC04 CV's of key persons</b>	Ref 5.3

## **7 Appendices**

- Appendix I – Scope of work
- Appendix II – Final Report
- Appendix III – Contract Terms
- Appendix IV – Data Acquisition Parameters Survey Details
- Appendix V – Map of Seismic Lines