

**PROCUREMENT DOCUMENTS
FOR
COMPETITION WITH NEGOTIATION**

(RESTRICTED COMPETITION)



Project: Museum of the Viking Age

The Great Viking Journey

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1 General information about the assignment

1.1 Invitation and overview

Statsbygg, on behalf of University in Oslo and the Museum of Cultural History, will; in connection with project:

nr.: 2022/365

“The Great Viking journey” for the project: Museum of the Viking Age (VTM).

The Client is to procure the delivery of “The Great Viking Journey” (“**the Solution**”) that will be the main dissemination solution and visitor experience for children and young people to do together with their friends and family when visiting the museum. The Solution will be a social interactive playful multimedia game-based museum experience, which uses the permanent exhibitions in the museum as its “playground” and offers both learning and experiences.

The procurement documents comprise the following:

Main document (this document)
Attachment 1: Supplier Agreement (SA)
Appendix 1: General description of the Solution (including annex 1-10, as described)
Appendix 2: Supplier Solution Specification
Appendix 3: Contract Schedule
Appendix 4: Form of Variation Order
Appendix 5: Contract Price
Appendix 6: Supplier’s Personnel and pre-approved sub-suppliers
Appendix 7: Data Processor Agreement
Appendix 8: Principles and Guidelines for Technical Solution
Appendix 9: Delivery and Delivery Protocol
Appendix 10: Supplier Guarantee for the Solution
Appendix 11: Supplier Support and Maintenance Agreement with detailed service plan
Attachment 2: Link to documents on Museum of Cultural history website

According to the previous pre-qualification, a minimum of 3 and a maximum of 5 suppliers have been selected that receive the tender for the submission of final offers, provided that there is a sufficient number of qualified suppliers. Those invited will receive notification by email from Mercell Portal.

1.2 Publication of notice

The procurement was sent for publication on Doffin and TED **10.02.2022**.

1.3 Contract provisions

The contractual relationship is regulated by the appended contract conditions in the SA.

Statsbygg have included in its contractual provisions requirements for the pay and working conditions of employees who perform work in accordance with our service contracts and construction contracts, as well as requirements for documentation and sanctions in accordance with regulations of 08.02.08 no. 112 on pay and working conditions in public contracts.

Please also note that invoices and credit notes must be sent to UiO/KHM invoice address electronically in accordance with the EHF (Electronic Commerce Format standard laid down by the Ministry of

Government Administration Reform and Church Affairs. Invoices and credit notes must be communicated via an access point in the message communication infrastructure administered by DIFI (Agency for Public Management and eGovernment).

1.4 Informational meeting/Pre-tender inspection

There will not be held any informational meeting/pre-tender inspection for this contract.

1.5 Supplemental information/Corrections to tender documentation

Tenderers who find that the tender documents do not provide sufficient information or contain matters which the tenderer cannot accept, may through the Merccell portal, and only here, ask questions and ask for additional information. Tenderers are encouraged to make contact well before the tender deadline in order to permit Statsbygg to assess whether to amend, clarify or expand the tender documents.

A copy of the questions in anonymized form and Statsbygg's replies and any corrections to the tender documents will be available in the Merccell portal, and *only* here, without undue delay to all parties who have received the final tender documents. The invited tenderers, according to 1.1 above, will receive an email from the Merccell portal to notify about the answers.

2 Background and specifications of the commission

2.1 General about the contractor, construction project and user equipment

2.1.1 About the Museum of the Viking Age

The Museum of Cultural History (KHM) at the University of Oslo (UiO) is today running two museums; The Viking Ship Museum and The Historical Museum. The Viking Ship Museum closed autumn 2021, and there will open up a new, extended museum complex in 2025/26 – Museum of the Viking Age. The Museum of the Viking Age will be situated on Bygdøy, a few kilometres west of Oslo city centre, on the same property as the Viking Ship Museum has been since its opening in 1928. The new museum will be an extension to the old museum and become three times the size of the current Viking Ship Museum. In total, the new museum will be 13,100 m², of which approximately 9000 m² will be public areas, including approximately 5000 m² of exhibitions. The entire complex will be well equipped with various services designed to cater for a wide variety of individual visitors and groups, including a museum shops, a café and restaurant area, event facilities and a museum park as an integral part of the museum experience.

The Ministry of Education and Research has commissioned the state building agency, Statsbygg, to plan and build the new museum complex. AART architects are responsible for the design. The University of Oslo will be responsible for ensuring that the construction project complies with the project objectives and it will have operational and administrative responsibility for the building after completion. The construction project and equipment (including display cases as described in this procurement) is financed over the National Budget. The University of Oslo and the Museum of Cultural History is responsible for the financing and development of other exhibition solutions, public programmes, research activities, interpretive concepts and commercial programmes. Museum staff involved in conservation and collection management will collaborate with Statsbygg under a separate project designed to ensure the safe handling of the ships and artefacts during the construction process and the move to the new building.

The current Viking Ship Museum is Norway's most visited museum and saw 570,000 visitors in 2019. The Museum of the Viking Age is planned to have a capacity of 800,000 to 1,000,000 visitors a year. The capacity of the new museum will be restricted to a maximum of 2,000 people in the building at any one time for reasons of fire safety and escape routes.

The construction project received start-up funding in the 2020 state budget and the building is scheduled for completion during 2025.

2.1.2 About the "Great Viking journey"

The assignment includes the realisation of the dissemination solution "The Great Viking Journey" at the "Museum of the Viking Age". The assignment involves project management, design, game development, audio-visuals, interactive experiences, hardware and more related to "The Great Viking Journey".

2.1.3 Statsbygg

Statsbygg is in this competition acting as an agent for UiO/Museum of Cultural History which will be the contractual part for the supplier.

It is the Project New Viking Age Museum (VTM), a section of the Builders Department in Statsbygg, who will build the new museum.

The user equipment project (BUT) is organized as a separate project, among this the display case contract etc. All acquisitions are made in collaboration with the museum.

2.1.4 Collaboration

With regard to the daily planning and collaboration the winning vendor/tender will have a direct contact person appointed from the project and museum. This person will quality control coordination and secure the necessary information flow for development and production. For all questions regarding budgets and adjustments of milestones/deliveries during the duration of the contract process, the vendor will be required to notice Statsbygg's Contract adviser and the project manager for the Exhibition project at the Museum of Cultural History, at the University of Oslo.

2.1.5 Assembly cooperation

During assembly it will be necessary to collaborate with Statsbygg with regard to existing installations such as data, electrical and AV cables, and other suppliers that deliver products to the museum.

The winning bidder will be required to collaborate with Statsbygg and the Museum (and its associates). Particular attention should be made to the inherent complexity of both Statsbygg's and the Museum of Cultural History integrated mounting plan for user equipment. The winning bidder will be required (where specified) to adapt deliveries and installations to the before mentioned mounting plan.

2.2 Interface on site at delivery:

The developer establishes and operates an online system for the registration of deliveries. Each contract receives a user profile / password after startup at the construction site with access to the system. All suppliers are required to provide system deliveries with all necessary information at least one week in advance, so that the builder can coordinate rig and logistics at the site.

In case of delays, each user / contract must ensure that drivers are told to wait outside the city, as there is no possibility of waiting on or outside the construction site. If needed for unloading, this must be clarified with the developer one week in advance. The loss cost will be charged to the contract.

The supplier is responsible for ensuring that adequate protection of the floor and other is in place when the mounting is planned to be commenced. Statsbygg should be contacted if this is not in place before mounting can start. The vendor will be responsible for removing any packing material from the delivery.

2.3 Fire regulations

All materials must comply with the current fire regulations for public buildings in Norway. See also the rules on flammability of mattresses and stuffed furniture.

2.4 FDV

The supplier must upload FDV documentation in accordance with Dalux (images, drawings and illustrations, as well as other relevant documents such as operating tasks, maintenance requirements, etc.) at the designated location (clarified with the client). Documentation should only refer to the product offered and nothing else.

2.5 Building integrations

The floors and walls possess varying weight tolerances between different zones and rooms. All fastening or attachments to the building should be agreed upon for the general principals with Statsbygg.

During the negotiation procedure Statsbygg will include discussions with the building contractor (AF-Gruppen), architect (Aart) and the display case manufacturer (not yet chosen), to ensure that the supplier and the building contractor and designers will collaborate on the necessary details of the scope before production.

2.6 Scope of the delivery

The assignment is related to develop the dissemination solution based on the concept and synopsis's developed in an earlier phase.

The Supplier shall establish the necessary team(s) in its organization for detailing the basis of production, produce and complete the whole solution to a finished installed and tested solution in the "Museum of the Viking Age" in Oslo, Norway.

The Supplier must manage his own organization and report on results, time and finances to the Customer's project coordinator of "The Great Viking Journey" project. Through the project, the Supplier will collaborate closely with other sub-projects being part of the overall project for the Museum of the Viking Age. This especially applies to the Exhibition project and the supplier of exhibition design to the permanent exhibitions, the building project, and the University of Oslo's ITC- and technical department (USIT).

For a detailed overview of content and material use in the new museum building project, see the attached specification and procurement draft documents.

2.7 Capacity requirements

It is vital that the supplier has sufficient working capacity during the period stipulated, as well as back-up solutions in the event of a fluctuation in resources. The supplier must be available to participate in pre-agreed meetings in Oslo. The suppliers project manager must be present in person when needed during the installation period.

2.8 Schedule

Suggested timeline for the commission (subject to potential delays in the construction project or changes in opening date).

Milestone	Our date	Details
Tender process	February – September 2022	
Negotiations	August-September 2022	<i>Planning of the negotiation process will begin as the qualified candidates are selected. Will be adapted to their vacation plans.</i>
Contract signed	September/October 2022	
Basis of production	Tentative September/October 2023	<i>All activities in phase 2 complete and basis of production approved by Customer</i>
Production complete	Tentative September/October 2024	<i>All deliveries in phase 3 complete, assembled, tested and approved by Customer</i>
Installations complete	Tentative September/October 2025	<i>All physical installations are installed, tested and approved by Customer</i>
All deliveries finished and approved	Tentative October 2025	<i>All deliveries and activities are completed</i>

The milestones detailed here are tentative. During the negotiations, some adjustments will be made. Upon contract a detailed delivery plan will be made.

3 General rules for the implementation of the competition

3.1 Public Procurement Act

The procurement is covered by the Public Procurement Act of 17. June 2016 No. 73 and the Public Procurement Decree of 12th August 2016 No. 974 (Procurement Regulation). For this acquisition, the above applies, as well as the rules in this offer invitation and prior qualification basis.

This acquisition follows the procurement procedure "Competition with Negotiations".

3.2 Negotiations/completion of the competition

The competition must be conducted in an objective and sound manner that gives equal treatment to the providers. Providers are not entitled to contract, concerted practice or otherwise attempt to influence the outcome of the competition.

It is possible to negotiate all the pages of the offer, such as business terms, price and technical specifications. Statsbygg reserves the right not to negotiate.

Any negotiations will take place in several phases. A reduction in the number of providers invited for negotiations will be based on the award criteria. A first reduction in the number of providers can take place in advance of the negotiations. Against this background, and because Statsbygg has reserved the right not to negotiate, the providers are encouraged to deliver their best offer at the time of submission.

3.3 Public disclosure

Opening of the tenders will not be carried out in public. The procurement protocol's information regarding the participants will not be made public until the competitive dialogue and the tender evaluation have been completed.

3.4 Cancellation of the competition and total rejection – rejected tenders

Statsbygg reserves the right to cancel the competition on reasonable grounds, e.g. if planned financing is withdrawn or political approval is not forthcoming.

Statsbygg may reject all tenders if the result of the competition provides reasonable grounds for doing so.

Rejected tenders will not be returned.

4 Statsbygg's evaluation of the tender

4.1 Contract award

The offers will be evaluated in relation to the listed award criteria, and the evaluation will be based on the submitted documentation. It is therefore important that the offers contain all the required documentation. **Providers who do not attach requested documentation may be rejected.**

The contracting supplier (s) must, before entering into a contract, document the fulfillment of the qualification requirements in accordance with the stated documentation requirements in the qualification basis, if this has not already been done before the submission of tenders.

4.2 Award criteria in this competition

The award is based on which offer has the best relationship between price or cost and quality based on the following criteria:

Main criteria	Description	Documentation
Price/cost 20- 40 %	Offered remuneration.	Completed Appendix 5: Contract Price and price provisions
Quality 60 – 80 %	R1: Process and cooperation	Descriptions as described in appendix 2 to the SA: Supplier Solution Specification
	R2: Project quality - management and quality assurance	
	R3: Project quality – testing and handover	
	R4: Project quality – an intriguing and fun learning experience	
	R5: Competence	

5 Deviations from tender documentation

5.1 General remarks on reservations and deviations

Statsbygg encourages tenderers to submit tenders that do not contain reservations or deviations. Instead of submitting tenders with reservations and deviations, tenderers should address questions to Statsbygg, cf. Section 1.6 above. It is stressed that tenderers bear the risk for ambiguity in their own tenders and that ambiguity, reservations and deviations may result in rejection. Before submitting a tender with reservations or deviations, tenderers should consider the associated legal consequences.

If reservations or deviations are included in tenders, then this is to be clearly stated in the letter of tender. Reservations/deviations are to be precise and unambiguous, so that Statsbygg can assess these without having to contact tenderers. Reservations/deviations that cannot be priced by Statsbygg, are likely to result in a rejection of the tender.

It is not permitted to include reservations that relate to basic elements in the tender documentation.

References to standardised terms of business, etc., will be regarded as reservations in so far as such terms deviate from the tender rules and terms of contract. Such reservations may result in the tender being rejected.

5.2 Alternative tenders

Alternative tenders may not be submitted. Tenders for another solution other than the specified solution, or which in some other way are not in accordance with the tender documents, shall be regarded as a tender with reservations or deviations, cf. item 5.1 above.

5.3 Tenders for parts of the commissioned task

Tenders may not be submitted for parts of the assignment.

6 Tendering requirements

6.1 Electronic tender submission

The tender shall in its entirety be submitted on an electronically via the Merccell portal; www.merccell.no. The same applies to changes/supplement of tenders

Offers delivered differently, will be rejected.

The following file formats are accepted. Files must be virus-free and unencrypted:

Text document: PDF/A, XML, TIFF or Word

Tables: Excel

Image files: JPEG or TIFF

Maps: TIFF

Video: MPEG 2

Audio: MP3, PCM or PCM-based Wave

Infected and encrypted files, as well as files in a different format from those specified above, will be rejected in the Merccell portal/Statsbyggs data system, and the tender will be evaluated as if such files had not been submitted.

6.2 Period of validity

Tenders are binding for 6 months from the deadline for the submission of tenders (inclusive). The original tender will remain binding even if new tenders are made during negotiations.

6.3 Language of the offer

Tenders and all associated documents must be submitted in Scandinavian languages or English.

6.4 What is to be delivered - what file structure should be used?

For the competition phase of the description of the delivery might be adjusted or described in more detail.

- 1-1 Offer letter, specifying the any deviations / reservations from the tender documents. The offer letter must be signed.
- 2-1 Completed appendices where specified for the tenderer to answer(attachment to the SA).
- 3 Other requested documentation in the allocation criteria table, cf. section 4.2 above and attachment Appendix 2 in the SA, cf. R1-R5.
- 4-1 Table of Contents

In order to facilitate archiving and retrieval of documentation, the vendors are asked to follow the above numbering upon the disposal of their offer and name the files as shown above in bold, with the number first, without the use of subfolders.

Offers that do not contain all information and documents that are requested or which do not meet the requirements for the design of the offer that Statsbygg has provided may be rejected.

6.5 Submission and deadline

The offer must be delivered electronically via Mercell Portal; www.mercell.no.

The deadline for submission of tenders is(date) hours.

.....**(NB! Final date and time of submission deadline will be specified after prequalification and selection of finalists. This will be notified to participants together with the final invitation and accompanying attachment).**

Late submissions will be rejected.

(Note that the system does not allow to deliver offers electronically via Mercell Portal after the expiry of the deadline.)

6.6 About the Mercell portal

In order to be able to deliver offers via the Mercell Portal, you must have a user, and log in with this user.

It is recommended that the offer should be delivered in good time, at least 2 hours before the expiry of the deadline. Delivered offers can be changed until the expiration of the offer deadline. The last delivered offer is considered as the final offer.

The offer requires electronic signature upon delivery. Electronic signatures can be obtained from different suppliers, eg. www.commfides.com www.buypass.no or www.bankid.no.

NB! We note that it may take a few days to receive electronic signature so that this process should be initiated as soon as possible.

Mercell recommends that you test the signature with the certificate you have available as soon as possible (well in advance of the offer deadline). Test functionality is in the registration / offer submission steps.

If you have any questions about functionality in the tool, such as how to bid, contact Mercell Support on phone: 21 01 88 60 or e-mail: support@mercell.com in good time before the expiry of the deadline.

7 Signature of the principal

Sted: Oslo

Dato:

For Statsbygg:

8 Attachements

Attachment 1: Service Agreement (SA)

Appendix 1: General description of the Solution (including annex 1-10, as described)

Appendix 2: Supplier Solution Specification

Appendix 3: Contract Schedule

Appendix 4: Form of Variation Order

Appendix 5: Contract Price

Appendix 6: Supplier's Personnel and pre-approved sub-suppliers

Appendix 7: Data Processor Agreement

Appendix 8: Principles and Guidelines for Technical Solution

Appendix 9: Delivery and Delivery Protocol

Appendix 10: Supplier Guarantee for the Solution

Appendix 11: Supplier Support and Maintenance Agreement with detailed service plan

Attachment 2: Link to document on Museum Cultural history (according to supplier's conference and more)