



NRK MA-3542-22E

Multi-channel Continuity
automation and playout

TENDER PROVISIONS –
NEGOTIATED PROCEDURE

Norwegian Broadcasting Corporation Ltd. (NRK)

Bjørnstjerne Bjørnsons Plass 1

N-0340 OSLO, Norway

Switchboard: +47 23 04 70 00

Website: www.nrk.no

Norwegian Business Registration NO976 390 512

Table of Contents

1	Introduction	3
2	About the procurement	3
2.1	Background and purpose	3
2.2	Scope of procurement	4
2.3	Business processes not in scope	5
3	Procurement Documents	5
4	Administrative provisions	6
4.1	Procurement procedure	6
4.2	Contract notice	7
4.3	Time schedule	7
4.4	Communication regarding the procurement	7
4.5	Confirmation of intent to participate	8
4.6	Corrections, addenda or change to the Procurement Documents	8
4.7	Confidentiality and freedom of information	8
4.8	Cost of participation	8
4.9	Cancellation of the proceedings and complete call off	8
4.10	Procurement Documents for the competition stage	9
5	Qualification and selection requirements	9
5.1	European Single Procurement Document (ESPD)	9
5.2	National rejection grounds	9
5.3	Mandatory documentation requirements	10
5.4	Organisational and legal position	10
5.5	Economic and financial situation	10
5.6	Technical and professional capacity	11
5.7	Selection criteria	12
6	Requirements for the application	13
6.1	Language	13
6.2	Structure and the content of the request for participation	13
6.3	Submission of request for qualification	14
6.4	Amendments and recall	14
7	NRK's processing of requests for qualification	14
7.1	Opening	14
7.2	Evaluation of qualifications	14
8	The structure and the content of the proposal	14
8.1	Documents	14
8.2	Submission of proposals	15
8.3	Alternative proposals	16
8.4	Parallel proposals	16
8.5	Amendment and withdrawal	16
8.6	Abidance period	16
9	Evaluation	16
9.1	Award Criteria	16
9.2	Previous client references	17
9.3	Evaluation of reservations, deviations, prerequisites, etc	17

Attachments

1. Declaration of Commitment [template]

1 INTRODUCTION

Norwegian Broadcasting Corporation Ltd., subsequently named NRK, invites interested contenders to request for participation in a restricted negotiated procedure for the delivery of a Multi-channel Continuity automation and playout system (hereinafter referred to as “Solution”).

NRK is the main public broadcasting corporation in Norway with main responsibility to produce and distribute radio and television programs for the entire Norwegian population. NRK also delivers a comprehensive portfolio of content on web, mobile and text-TV.

NRK has three main television channels, (NRK1, NRK2 and NRK3/NRK Super), eleven regional TV-channels, three main radio channels (NRK P1, NRK P2 and NRK P3), several niches and regional radio channels and services, and an extensive on-demand service (nrk.no). It is estimated that NRK provides 250 hours of linear TV long-form content and 1100 hours of linear radio content each week. Historic content from NRK’s TV- and radio archives will add to this.

NRK is present nationwide, including 15 regional offices, and is the country's largest media company. Presently NRK employs approximately 3,450 people.

For more information, please visit www.nrk.no.

2 ABOUT THE PROCUREMENT

2.1 Background and purpose

NRKs current *automation/playout* has reached end of life and needs to be replaced and modernized. It is based on legacy integration with stand-alone video servers, routers, graphic generators, vision mixers and is not set to meet the strategic editorial and technical development needed. A new *automation/playout* is essential in the renewal of the *presentation suite/main continuity centre* and shall support an iterative approach during both design and implementation.

Current workflows are based on the linear world, but we need an operation that can serve a broader publishing strategy. NRK’s focus is on online publishing, both live and on-demand, besides our linear channels

Thus, the purpose of this procurement is to enter into a contract with one financially solid and otherwise competent contractor for a new solution that will provide NRK with a robust and future-proof solution that can grow flexibly over time, reduce risk and cost, and improve the workflow.

The main objective for the project is to renew the *presentation suite/main continuity centre* to meet the editorial and technological requirements for NRKs publishing strategy. A new *automation/playout solution* is central to achieving this. Main objectives for the solution are summarised below:

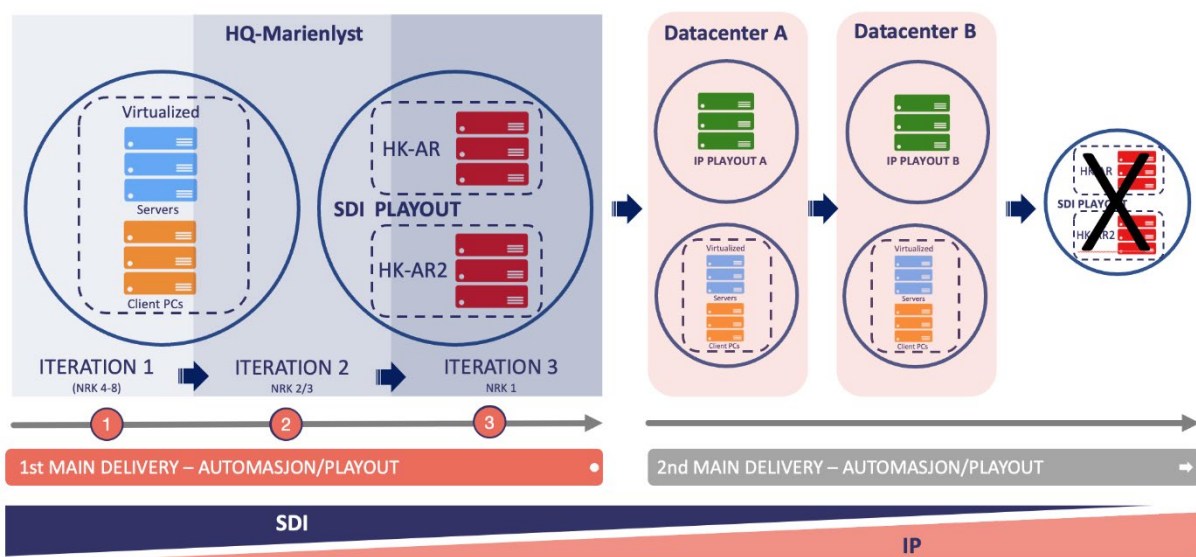
- Support editorial innovation and development
 - Less technical problem solving for the operators
 - Flexible control of program length and scheduling
 - Location independence
- Technological renewal and modernization
 - SW-based solution
 - Virtualization
 - Modern software development and operations methodologies
 - API driven

- Prepare for IP transformation
- Location independent architecture
- Secure service availability
 - High availability design
 - Redundancy and resilience
 - Quality

2.2 Scope of procurement

NRK shall procure a *new automation/playout solution* using an iterative approach during both design and implementation. The project aims to deliver a high degree of continuous value to the organization by actively planning for an incremental introduction of the new systems and features. Combined with a clearer separation of concern and co-developed integrations, this should enable the responsible teams at NRK to have a higher change rate and ability to implement new workflows faster and more reliably.

NRK assumes two main deliveries as illustrated below.



The first main delivery shall be based on SDI as the source and output transport and is proposed to be divided in 3 iterations. The solution in this delivery shall be redundant and built in today's headquarter (HQ).

Iteration 1: **NRK 4 - 8** (NRKs streaming/off-loading channels)

Iteration 2: **NRK2 and NRK3/NRK Super** (Primarily pre-programmed playlists)

Iteration 3: **NRK1** (High degree of live programming and last-second changes. Requires more complex functionality and integrations)

These iterations are based on the level of functionality of the different channels and a strive for continuous progress. It will deliver knowledge and value to the organization during the implementation. Starting with the less critical channels that are not on-air 24/7/365 has several positive effects:

- Continuity producers gain experience with the system
- Operations engineers gain experience with the system
- Easy to make test scenarios in production
- More time for complex functionality and integration that is needed for main channels

- These processes can be time-consuming, and must be run in parallel when implementing the first iteration
- Reduces risk and secures NRKs delivery to the public

The solution shall include a complete development/staging environment comparable to the production environment. Operations engineers and developers will use this environment for testing, development, and configuration.

The second main delivery includes a plan for a transition to a multi-site AVoIP-based playout, where NRK will provide the underlying AVoIP networking infrastructure and broadcast/network control software.

The strategy for the design and build of AVoIP infrastructure is an ongoing process in NRK, and there are still some uncertainties regarding the timeframe and standards. Playout on SDI infrastructure needs to be in place first, but the path from SDI to AVoIP must be defined from the automation/playout solution perspective.

Therefore, the new automation/playout is expected to eventually be able to playout simultaneously on ST2110 and SDI in sync. How this migration is solved and what implications this has for new/duplicate hardware, and licensing is essential information.

NRK acknowledges and appreciates that the systems covering this market may have different approaches and may solve the functional challenges differently.

NRK expects to enter into a long-term contract, as the solution is a significant investment and very important for the ability to produce content efficiently.

2.3 Business processes not in scope

In a best effort to clarify the process scope, the following list attempts to summarize some business processes that are **not** in scope:

- Distribution
- Contribution
- Media Management (beyond what is needed for the solution to work internally)

This is not primarily an IP project, but the transition will occur during the lifespan of the systems and a *new automation/playout* will be part of NRKs IP transformation process.

3 PROCUREMENT DOCUMENTS

The Procurement Documents for consists of the Contract Notice, these Tender Provisions, and General Contract Terms with appendices.

For the qualification and selection stage these documents are attached as a comined PDF binder, but will be made available for qualified and selected contenders in editable format.

The contract terms are based upon the Norwegian Government’s Standard Terms and Conditions for Agreement governing the delivery of software that is developed or customised for the Customer and Agreement governing the maintenance and servicing of software and equipment (SSA-T and SSA-V - 2018).

The Procurement Documents include the following parts and documents:

Part	Document
I	Tender Provisions (this document) including the administrative provisions for the procurement. Please note that chapters 8 and 9 only apply for the competitive stage.

Part	Document
II	General Contract Terms; Agreement governing the delivery of software that is developed or customised for the Customer and Agreement governing the maintenance and servicing of software and equipment (SSA-T and SSA-V - 2018)
III	<p>Appendices to SSA-T</p> <ul style="list-style-type: none"> • Appendix 1: Customer requirements specification <ul style="list-style-type: none"> ○ Attachment 1.1 – MPP AVoIP Live Media Standards ○ Attachment 1.2 – NRK Device ST2110 ST2059 NMOS Conformance ○ Attachment 1.3 - NRK Supplier Security Requirements¹ • Appendix 2: Contractor solution specification • Appendix 3: Customer technical platform • Appendix 4: Project and progress plan • Appendix 5: Testing and approval • Appendix 6: Administrative provisions • Appendix 7: Total price and pricing provisions • Appendix 8: Changes to the general contractual wording • Appendix 9: Changes subsequent to the conclusion of the Agreement • Appendix 10: Licence terms and conditions for standard software and free software <p>Appendices to SSA-V</p> <ul style="list-style-type: none"> • Appendix 1: Customer requirements specification (requirements for the maintenance services) • Appendix 2: Contractor solution specification (description of the maintenance services) • Appendix 3: Software and/or equipment to be maintained • Appendix 4: Project and progress plan for the establishment phase • Appendix 5: Service level with standardised price reductions • Appendix 6: Administrative provisions • Appendix 7: Total price and pricing provisions • Appendix 8: Changes to the general contractual wording • Appendix 9: Changes subsequent to the conclusion of the Agreement • Appendix 10: Third party's terms and conditions for the maintenance of third party's software
IV	Data Processor Agreement (template)

4 ADMINISTRATIVE PROVISIONS

4.1 Procurement procedure

This public procurement is conducted as a competitive procedure with negotiation in accordance with the Norwegian Procurement Act of 17. June 2016 (Anskaffelsesloven) and the Regulations on Public Procurement No. (Anskaffelsesforskriften) FOR 2016-08-12-974, section I and III - above the EU threshold values.

NRK reserves the right to reduce the number of proposals to be subject to negotiation. A reduction may take place before the negotiations start, or after each of the negotiation stages.

¹ The attached version is draft 0.9 but is expected to be finalized during the qualification stage. Updated version will be dispatched when available.

Contenders are expected to possess the necessary knowledge of the general public rules and regulations applicable to the public sector purchases in Norway and the EU. Any omission or mistake in any way whatsoever with reference to this does not give the contender any right to an additional claim.

4.2 Contract notice

The procurement is publicly announced at www.mercell.no (reference NRK-MA3542/22E), www.doffin.no and TED (www.ted.publications.eu.int/official).

The procurement has also been subject to a Prior Information Notice (Doffin reference: 2018-243378, TED reference: 2018/S 085-192553). In this matter NRK has conducted a market dialogue with potential contractors. Please refer to documents shared via the PIN.

4.3 Time schedule

The procurement is scheduled to be completed in accordance with the tentative and high-level time schedule provided below. The scheduled is based upon the assumption of two rounds of negotiations and final. Any amendments will be communicated to the Contenders.

Milestone/activity	Date
Announcement of Contract Notice and invitation to request for qualification	27. September 2022
Deadline for submitting questions	20. October 2022
Closing date for submitting request for qualification	27. October 2022 at 12.00 noon CEST
Notification of the qualification and selection result and invitation to participate in the competitive stage	Week 43/44
Closing date for submitting questions concerning the tender documents	21. November 2022
Closing date for submitting written proposal	28. November at 12.00 noon CET
Initial evaluation w/ possible reduction	Week 48-51
Initial negotiations	Week 2
Updated proposals	Week 3
Evaluation w/ possible reduction	Week 4
Final negotiations w/ PoC	Week 5
Closing Date Best and Final Proposal	9.2.2023
Final evaluation	Week 7
Contract award	17. February 2023

The contract will be signed upon the expiry of the standstill period following the contract award notification.

4.4 Communication regarding the procurement

This procurement process is managed in the Merccell portal. Contenders will have to log in to the portal to download the Procurement Documents, as well as to conduct other correspondence concerning the procurement and to submit their application for participation.

Any questions regarding the basis for qualification and other matters concerning the procurement process should only be addressed through www.mercell.no. Inquiries should be labelled "Case number NRK MA3542-22E" in the subject field. The deadline for questions is stated in section 4.2.

Other inquiries cannot be expected to be answered.

Incoming questions will be reviewed and answered in a general and anonymous manner, and will be distributed successively via www.mercell.no, where e-mail notifications will be sent to the contact persons registered without undue delay.

Attempts to obtain information from, or to influence NRK's employees who are involved in the procurement process may lead to rejection of the Contender or the proceedings being cancelled.

For further assistance regarding use of the portal, please contact Mercell support at support@mercell.com / +47 21 01 88 60 / +47 21 01 88 00.

4.5 Confirmation of intent to participate

Contenders are kindly asked to confirm the successful download of the basis for qualification and inform whether they intend to apply for qualification. This can be communicated through the procurement portal, www.mercell.no, by using the button "I want to submit an offer", preferably within 10 days after downloading the Procurement Documents

4.6 Corrections, addenda or change to the Procurement Documents

If a contender understands that the Procurement Documents may contain errors, ambiguities or that submitted files cannot be read as expected, the contender is encouraged to contact NRK to get the error corrected or to clarify potential confusions.

NRK reserves the right to make necessary changes in the Procurement Documents. If needed, the deadline could be extended proportionately.

4.7 Confidentiality and freedom of information

Pursuant to the Norwegian Regulation on Public Procurements § 7-3 (Anskaffelsesforskriften), and the Freedom of Information Act of 19 May 2006 no.16 ("Offentleglova") the public may after the contract is awarded request access to certain documentation, hereunder submitted proposals. Hence NRK reserves the right to request a redacted version of requests for qualification and proposals to be submitted if an access request is received.

For NRK to fulfil its duty on confidentiality in accordance with Regulation on Public Procurements § 7-4, cf. the Norwegian Public Administration Act ("Forvaltningsloven") § 13, the redacted version shall make illegible trade secrets or other matters which are deemed to be competition sensitive. However, NRK has an independent responsibility to assess under Norwegian law the extent to which the information may be disclosed to the public. Similarly, if a redacted version upon request is not submitted without undue delay.

4.8 Cost of participation

Contenders prepare and deliver request for participation and participate in the subsequent competitive stage at their own expense and risk.

NRK assumes no further financial responsibility for the invested effort or other costs in connection with the request for participation or the participation in the proceedings as such.

4.9 Cancellation of the proceedings and complete call off

NRK reserves the right to cancel the proceedings if there are objective reasons for this.

4.10 Procurement Documents for the competition stage

The Procurement Documents for the competition stage are enclosed as a consolidated pdf document and will be made available in editable format for qualified and selected Contenders along with the Invitation to participate.

Please be advised that the SSA-T and-V Appendices should not be responded to and submitted in the qualification and selection stage.

5 QUALIFICATION AND SELECTION REQUIREMENTS

This chapter contains qualification requirements. They are regarded as minimum requirements that all must be fulfilled in order to participate in the competitive stage.

5.1 European Single Procurement Document (ESPD)

As a preliminary documentation for the fulfilment of qualification requirements and that there are no grounds for rejection, the contender *and* any subcontractors that the Contender rely on to fulfil the qualification and selection requirements must validate / fill out the ESPD form in Mercell. The form will automatically be attached to the submitted request for qualification.

As this is a negotiated procedure NRK will also require the documentation on the fulfilment of the qualification criteria to be provided as part of the application in accordance with the following sections of this chapter. Please note also that national grounds for rejection apply.

5.2 National rejection grounds

According to ESPD Part III: Grounds for Rejection, Section D: "Other rules for rejection set out in the national law of the Contracting Member State": The Norwegian procurement rules goes beyond what follows from the grounds for refusal set out in the EU Public Procurement Directive and in the standard ESPD form. It is therefore emphasized that in this procurement, all the national rules for rejection in the Procurement Regulations (Anskaffelsesforskriften) section 24-2, including the solely national rules for rejection, apply.

The following rules for rejection in the Procurement Regulations (Anskaffelsesforskriften) section 24-2 are solely national rules for refusal (non-approved translation):

- § 24-2 (2). In this provision, it is stated that the contracting authority shall reject a supplier when he is aware that the supplier is legally convicted or has accepted a fine for the specified criminal offenses. The requirement that the client rejects suppliers who have accepted a penalty for the specified criminal offenses is a special Norwegian requirement.
- § 24-2 (3) letter i. The rules for rejection in the ESPD form apply only to grave errors in the exercise of a profession, while the Norwegian rules for rejection also include other serious errors that may cause doubts about the supplier's professional integrity.

5.3 Mandatory documentation requirements

Qualification requirement	Documentation requirements
Q 01 – The Contender should not have substantial arrears related to payment of public taxes and fees	<p>Company tax certificate. Documentation on the tax on the employer’s salaries and VAT paid from “kemnerkontor” (Norwegian form RF-1244 should be used). The certificate must not be dated earlier than 6 months following the deadline for submission of application.</p> <p>Any arrears must be explained.</p> <p>The requirement is only mandatory for Norwegian Contenders, but international Contenders are encouraged to submit similar documentation.</p>

5.4 Organisational and legal position

Qualification requirement	Documentation requirements
Q 02 – The Contender shall be a legally registered business.	Certificate or equivalent documentation showing that the Contender is registered in a public register in their home country.

5.5 Economic and financial situation

Qualification requirements	Documentation requirements
Q 03 – The Contender shall have sufficient economic and financial capacity to fulfil the contractual obligations.	<p>The Contender’s economic and financial situation should be documented with the following information:</p> <p>Financial statements for the last three fiscal years including P&L statement, balance sheet, board of directors’ annual report and external auditor’s report (or equivalent).</p> <p>Any recent information of relevance, e.g., quarterly reports.</p> <p>If the contender relies on other enterprise’s capacity in order to fulfil the qualification requirement, the enclosed “Declaration of commitment” from the relevant subcontractor(s) or co-operating enterprises shall be filled out and submitted, signed by a duly authorised representative from the actual third party/parties. Similar documentation as requested above must also be submitted for the other enterprise.</p> <p>NRK will obtain a solvency assessment of the Contender’s economic and financial situation through Experian. If the Contender also would like to provide their own – it must:</p> <ul style="list-style-type: none"> • be based on the most recent annual or later financially relevant information • provide information on credit worthiness and the degree of bankruptcy risk • not be dated later than 3 months prior to the closing date for submission of request to participate.

5.6 Technical and professional capacity

Qualification requirement	Documentation requirements
<p>Q 04 Previous experience – The Contender shall have good experience from previous similar and relevant deliveries.</p>	<p>Documentation of the most important deliveries in the previous three years with reference to this procurement.</p> <p>The documentation must <u>for each previous delivery</u> provide for:</p> <ul style="list-style-type: none"> ○ customer name and contact information ○ delivery scope and delivered solutions and services, including a brief elaboration on how the delivery is considered relevant for this procurement ○ value and duration of the delivery ○ statement of whether the delivery has been performed by the Contender alone or with the help of subcontractors/co-operating enterprises. If not alone, the parts performed by other than the Contender must be specified. <p>NRK reserves the right to make necessary inquiries about the relevance of the documented deliveries in order to get a complete picture of the Contender’s capabilities.</p> <p>NRK should be able to contact the references directly without further approval from the Contender.</p>
<p>Q 05 Competence and Capacity – The Contender shall have the capacity and the expertise in relation to the products and services offered.</p>	<p>Documentation of the organisational, professional and technical qualifications of the contender, whether it belongs to the Contender itself or subcontractors/ co-operating enterprises, listing the number of personnel that can be made available for the execution of the contract. The contender shall:</p> <ul style="list-style-type: none"> • Provide a brief overview of the professional competence and experience offered (One page). • Describe the Contender’s organisation and the resources the Contender has at its disposal for the fulfilment of the contract, including delivery, development, support and maintenance, and facilities, location and roles. • Specify the number of employees, and their experience and certification level per area. Furthermore, which capacity will be made available for the fulfilment of the contract with regards to; the delivery of the project; the subsequent service support and maintenance • Specify turnover in percentage terms for employees and managers for the past three years. <p>It must be identified to which organisational/legal entity the resources belong/are employed.</p> <p>If the Contender relies on other enterprise’s capacity in order to fulfil the qualification requirements, the enclosed “Declaration of commitment” and ESPD from the relevant subcontractor(s) or co-operating enterprises shall be filled out and submitted, signed by a duly authorised representative from the actual third party/parties.</p>

Qualification requirement	Documentation requirements
<p>Q 06 Quality assurance – The contender shall have established suitable methods and/or systems to ensure the quality of the deliveries.</p>	<p>A copy of certificates (ISO9001 or equivalent) issued by an accredited certification body that documents that the contender has implemented quality assurance measures relevant to the scope.</p> <p>If the contender is not certified according to relevant standards, the contender can instead provide a brief presentation of the contender’s implemented methods and/or systems for quality assurance for the relevant parts of the deliveries. The documentation must contain a high-level description and be prepared specifically to enlighten how this has been implemented for the areas such as organisation, management, training, processes and routines so that they provide high quality and value for the customers.</p> <p>This requirement must as a minimum be fulfilled by the Contender/legal applicant. Fulfilment will discretionally be evaluated in relation to the role and scope of any subcontractor/ co-operating third party</p>
<p>Q 07 Information security assurance – The contender shall have established suitable methods and/or systems to ensure adequate information security.</p>	<p>A copy of certificates (ISO27001 or equivalent) issued by an accredited certification body that documents that the contender has implemented information security assurance measures relevant to the scope.</p> <p>If the contender is not certified according to relevant standards, the contender can instead provide a brief presentation of the contender’s implemented methods and/or systems for information security assurance for the relevant parts of the deliveries. The documentation must contain a high-level description and be prepared specifically to enlighten how this has been implemented for the areas such as organisation, management, training, processes and routines so that they provide high quality and value for the customers.</p> <p>This requirement must as a minimum be fulfilled by the Contender/legal applicant. Fulfilment will discretionally be evaluated in relation to the role and scope of any subcontractor/ co-operating third party</p>

5.7 Selection criteria

Among qualified contenders, NRK will select a minimum of three (3) to be invited to participate in the competition stage provided that a sufficient number of contenders are qualified.

The selection will be based on an overall assessment of the contenders’ documented economic and financial situation and technical and professional capacity, of which the latter will be significantly emphasised. The selection will more specifically consider:

- For Q03: Profitability, liquidity, and solidity, including size of total sales and equity.
- For Q04: Good experience from similar deliveries within the broadcasting industry will be premiered.
- For Q05: Overall assessment of capacity and competence, with emphasis on relevant education and certifications. However, proportionality will be applied when assessing total capacity with respect to the estimated contract value.

- For Q06 and Q07: Third party certified quality and information security management systems will be premiered.

The selection will also take into consideration the need for good competitive dynamics. Thus, NRK may select the best qualified Contenders with experience within different technologies.

6 REQUIREMENTS FOR THE APPLICATION

6.1 Language

The request for qualification shall be written in Norwegian or English.

6.2 Structure and the content of the request for participation

The application shall contain the following parts and documents:

Part	Description
1.	Signed application letter (scanned letter with signature), including <ol style="list-style-type: none"> a. Full name and address, and complete contact information for the Contender, including contact information for the person responsible for the application. b. Brief description of the Contender and any subcontractors/partners; history, markets, products and services, organisation, etc. c. Information of which parts of the delivery any subcontractors/partners are intended to be used d. The Contender's statement for his understanding of section 5.4 Confidentiality and freedom of information
2.	Signed Declaration(s) of commitment from any subcontractor/co-operating third parties that the Contractor rely on for the fulfilment of the qualification and selection criteria..
3.	Public certificates, cf. sections 5.3 Mandatory documentation requirements and 6.4 Organisational and legal position. <ol style="list-style-type: none"> a. Q 01 Certificate on the taxes and VAT paid b. Q 02 Certificate or equivalent documentation showing that the Contender is registered in a public register in their home country
4.	Documentation on fulfilment of the requirements to the Contender's economic and financial situation (cf. Q 03)
5.	Documentation on fulfilment of the requirements to the Contender's technical and professional capacity (cf. Q 04-07) in the same outline as in Section 5.6 Technical and professional capacity.

All electronic application files/documents must be labelled as follows:

<MA-3542>_<Part no>_<name of document>_<Company short name>

Example: **MA3542_P1_Cover letter_Company-ABC**

The Contenders must ensure that the qualification and selection requirements are sufficiently exhaustively documented for NRK's ability to evaluate the Contenders qualifications, though NRK encourage you to keep responses short and concise. Extensive use of references to brochures or other general information where NRK has to search for the necessary information should be avoided. Similarly, any links to external websites cannot be taken into consideration. Failure to abide by these recommendations may result in the discarding of the Contender's request for participation.

6.3 Submission of request for qualification

The application shall be delivered electronically via the Mercell-web portal, no later than the closing date stated in section 3.2 “Time schedule” and should contain the following:

- Separate documents as specified in section 7.2 above. For avoidance of errors in the above-mentioned documents, we both want to receive the above documents as searchable PDF’s individually
- One (1) searchable PDF-binder containing all the individual files to help NRK to see the entire application layout the way it is intended to be read

Please note that the Mercell portal will close at submission deadline.

Electronic signature of the application upon submission in Mercell will not be required.

For further assistance, please contact Mercell support at support@mercell.com and telephone +47 21 01 88 60 / +47 21 01 88 00.

6.4 Amendments and recall

The request for qualification may be recalled or changed until the application deadline. Revocation shall be made in writing.

Changing the application is considered as a new application and shall be compiled in accordance with the requirements for the application as stated above.

7 NRK’S PROCESSING OF REQUESTS FOR QUALIFICATION

Received requests for qualification will be processed in accordance with the provisions set out below.

7.1 Opening

Opening of submitted applications will be made in NRKs premises immediately after the submission deadline. Contenders will not be allowed to be present at the opening.

7.2 Evaluation of qualifications

Properly submitted requests for qualification will be evaluated as to whether the qualification requirements are fulfilled. Contenders that do not meet the qualification requirements will be rejected in accordance with the provisions set out in the procurement regulations.

Similarly, public procurement regulations chapter 24 will be applied for assessment of the Contender in general.

Provided that a sufficient number of contenders are qualified NRK will, in accordance with the objective and non-discriminatory selection criteria as specified in section 6.7, select a minimum of three (3) qualified contenders to be invited to participate in the competition stage.

8 THE STRUCTURE AND THE CONTENT OF THE PROPOSAL

8.1 Documents

The proposal should contain the following parts and documents:

Part	Description
I.	<p>Signed Cover letter (scanned letter with signature), containing:</p> <ol style="list-style-type: none"> a. Full name and address, and complete contact information for the contractor, including contact information for the person(s) responsible for the proposal, contract signature and contact person(s) for SSA-T respectively SSA-V. b. Executive summary of the proposal c. Information of which parts of the delivery any subcontractors/partners are intended to be used d. Client name and contact information for the two most relevant reference projects delivered by the proposed personnel along with a brief description of why the references are assumed to be of relevance for this delivery. e. The Contractor’s statement of their understanding of section 4.7 above. f. Confirmation of abidance period, c.f. section 8.5 below. g. Signature by an authorized person.
II.	<p>Appendices to SSA-T, completed by the Contender</p> <ul style="list-style-type: none"> • Appendix 2: Contractor solution specification <ul style="list-style-type: none"> ○ Attachment 2-1 – NRK Supplier Security Requirements • Appendix 4: Project and progress plan • Appendix 5: Testing and approval • Appendix 6: Administrative provisions • Appendix 7: Total price and pricing provisions • Appendix 8: Changes to the general contractual wording (if any) • Appendix 10: Licence terms and conditions for standard software and free software <p>Appendices to SSA-V, completed by the Contender</p> <ul style="list-style-type: none"> • Appendix 2: Contractor solution specification (description of the maintenance services) • Appendix 3: Software and/or equipment to be maintained • Appendix 4: Project and progress plan for the establishment phase • Appendix 5: Service level with standardised price reductions • Appendix 6: Administrative provisions • Appendix 7: Total price and pricing provisions • Appendix 8: Changes to the general contractual wording (if any) • Appendix 10: Third party's terms and conditions for the maintenance of third party's software

8.2 Submission of proposals

The proposal shall only be delivered electronically via the Merccell-portal no later than the deadline as stated in section 4.3 above. No paper copies are needed. Please note that the Merccell portal will close at delivery deadline.

All electronic documents must be labelled as follows:

<Part number>_<MA-number>_<short name of document>_<short name of Contender>

Example: **“P1-MA3542_Cover letter_Contender name”** and **“P2-MA3542_SSA-T Appendix 2_Contender name”**.

The Contenders may submit relevant supplementary information as attachment(s) to Appendices with clear and unambiguous reference.

For avoidance of errors in the above-mentioned files, and to help NRK to see the entire proposal layout the way it is intended from the contender's point of view, we both want to receive the above files in its original format (e.g. word, excel) individually plus one (1) searchable PDF-binder containing all the individual files.

According to the Norwegian public procurement regulation only e-signatures issued in accordance with a national Requirement Specification by certification service providers registered with the Norwegian Post and Telecommunications Authority are accepted.

IMPORTANT:

The Contenders will not be required to sign the submission electronically, but please remember to submit a signed and scanned copy of your cover letter.

For further assistance, please contact Mercell support at support@mercell.com / +47 21 01 88 60 / +47 21 01 88 00.

8.3 Alternative proposals

As stated in the public notice it is not permitted to submit alternative proposals. Alternative proposals will be rejected.

8.4 Parallel proposals

A Contender may submit parallel proposals, provided that the needs and requirements are fulfilled.

8.5 Amendment and withdrawal

Proposals may be withdrawn or amended up to the expiry of the submission deadline.

Amended proposals are to be regarded as new proposals, which must be constructed in compliance with the instructions as specified above.

8.6 Abidance period

The period during which the proposal shall be valid through February 28th 2023.

9 EVALUATION

This chapter contains an overview of how received proposals will be evaluated.

9.1 Award Criteria

The evaluation including any reductions will be based on the award criteria as set out below.

Contract will be awarded to the contender having submitted the proposal with the best quality/price ratio according to the criteria listed after the conclusion of the negotiations.

NRK reserves the right to detail and elaborate the evaluation model during the negotiations. A final model will be shared with the contenders before the invitation to submit the best and final proposal.

Award Criteria	Weight	Sub-criteria/documentation
Quality	65 - 75 %	<p>The following sub-criteria with associated documentation will be subject to evaluation:</p> <ul style="list-style-type: none"> • Solution Quality and Performance; cf. SSA-T App.2 with particular emphasis on the solution’s features for the fulfilment of the stated main objectives: <ul style="list-style-type: none"> ○ Support editorial innovation and development, cf. sections 4, 5.6, 5.7, 6.1, 7.2 and 7.7 ○ Technological renewal and modernization. cf. sections 4, 6,1, 6.3, 7.5, 7.8, 7.10 and 8 ○ Secure service availability, cf. sections 4, 6.2, 6.6, 7.3, 7.4 and 7.6, 7.11. • Project Delivery Quality, cf. SSA-T App 2 sections 10.1 – 10.3 and Appendices 4-6. • Operation and Maintenance Quality, cf. SSA-V App. 2, 5 and 6.
Price	25 - 35 %	<p>Total price for solution, project implementation and subsequent support and maintenance over 8 years, cf. SSA-T and-V Appendix 7.</p> <p>Any costs associated with the Contenders’ recommended changes in the Customer’s technical platform will be included in the total price.</p> <p>For prices stated in other currency than NOK NRK will use the exchange rate published by Norges Bank on the date of submission as a reference.</p>

When applying the quality criteria NRK will emphasize the extent to which the Contender has documented that the solution and related services supports performance, risk and additional value (cf. SSA-T Appendix 1, Chapter 4).

The extent to which the documented fulfilment of use cases supports the main objectives and results from any product demonstration/ Proof of Concept will be documented and applied for the evaluation of Solution Quality and Performance.

Other parts of the Appendices (with attachments where appropriate) as filled out by the Contender will be evaluated as contract requirements as to the extent to which they are sufficiently fulfilled – i.e. no relative evaluation.

9.2 Previous client references

Previous client references may be contacted by NRK in order to verify quality aspects of previous deliveries. Thus, the result from such reference verifications may be used as supplementary inputs for all aspects of the Quality evaluation.

It is emphasized that any evaluation of previous client references in the award evaluation differ from the evaluation of previous experience in the eligibility evaluation, as the references stated in the cover letter will be evaluated as an expression for anticipated quality related to the contract object.

9.3 Evaluation of reservations, deviations, prerequisites, etc

NRK will evaluate the extent and consequences of any reservations against the General Contract Terms. Similarly, for any other reservations, deviations, prerequisites and assumptions from the contender related to the Procurement Documents and the delivery. These will be evaluated

under the award criterion Price if they may have an economic value or consequence, and equivalently under the relevant Quality subjects if they may have quality implications.

It is not possible to make significant reservations to the General Contract Terms or to the Procurement Documents. NRK reserves the right to reject proposals that contain reservations, errors, ambiguities, incompleteness or the like that are significant or cast doubt on how the proposal is to be assessed in relation to other proposals, and thus cannot be considered insignificant.

Any deviation from the requirements specification will be evaluated with respect to their significance, the importance of the matter they deviate from and the influence on the competitive situation between the Contenders. Furthermore, an overall assessment of discrepancies might result in a duty to reject to ensure that NRK has covered its needs and contenders compete to provide comparable proposals.