

Sykehusinnkjøp HF

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Competition regulations

Competitive dialogue

Digital procurement system for Sykehusinnkjøp HF



Content

1. General information	4
1.1. About the contracting authority and customer	4
1.1.1. Optional customers	4
1.2. Purpose, scope and value	6
1.2.1. Purpose and scope	6
1.2.2. Estimated total procurement value	12
1.2.3. Product and customer options	13
1.3. Tenderer versus Contractor	13
1.4. Agreements and duration of agreements	13
1.4.1. Planned structure of agreements	13
1.4.2. Duration of the agreement	14
1.4.3. Pay and working conditions	14
1.5. Partial agreements	14
1.6. The competition basis	15
1.7. Tentative timeline for competition	15
2. Procurement rules	16
2.1. Procurement procedure	16
2.2. Communication	16
3. Qualification phase	17
3.1. General	17
3.2. Tax certificate	17
3.3. International sanctions – non-Russian involvement	17
3.4. Content and structure of the supplier request to participate in competition	17
3.5. Language	17
3.6. Deadline for requesting a temporary injunction	18
4. The European Single Procurement Document (ESPD)	18
4.1. The ESPD-form	18
4.2. National reasons for rejection	18
5. Qualification requirements	18
5.1. Registrations, authorizations, etc.	18
5.2. Economic and financial capacity and capability	18
5.3. Technical and professional qualifications	19
5.4. Using other businesses to fulfill qualification requirements	20
6. Selection among qualified Tenderers	20



7. The dialogue phase.....	20
8. The Tender phase	21
8.1. Language	21
8.2. Validity of the final tender	21
8.3. Costs related to participation in competition	21
8.4. Award criteria and evaluation	21
8.5. Elaboration of the award criteria	21
8.5.1. Quality	21
8.5.2. Cost.....	21
8.6. Award of contract.....	22
8.7. Cancellation of the procurement	22



1. General information

1.1. About the contracting authority and customer

Sykehusinnkjøp HF, a health trust (HF), is one of Norway's largest purchasing centrals and manages a procurement portfolio with an annual value of approximately NOK 57.3 billion. Sykehusinnkjøp HF has the strategic and operational responsibility for the procurement of products and services to the specialist healthcare service in Norway. Sykehusinnkjøp HF is owned by the four health regions in Norway: Helse Sør-Øst Regional Health Trust, Helse Vest Regional Health Trust, Helse Midt-Norge Regional Health Trust, and Helse Nord Regional Health Trust, where each region has a 25% ownership.

This means Sykehusinnkjøp HF provides professional procurement services to the four health regions and their health trusts (mainly hospitals) based on their investment, consumable and service needs. Sykehusinnkjøp HF main deliveries are running public procurement processes and managing contracts on behalf of the health regions and their health trusts in an efficient, correct, commercial and socially responsible manner. Innovation is promoted so that new innovative methods and solutions can be applied in the specialist healthcare service sector. The actual ordering of products and services is done by the regional health trusts or their health trusts themselves, after the formal award of contracts, through their regional ERP-systems where this is applicable. Providing and maintaining updated product and service catalogue is therefore a key integration point between Sykehusinnkjøp HF and the four health regions.

Sykehusinnkjøp HF is a category-driven organization that aims at effectively managing the health regions spend by breaking up their procurement portfolio (spend) into categories and subcategories. Our sourcing processes and contracts are categorized into 14 main procurement categories where the organizations internal hierarchy matches the category structures to foster category expertise and focus. Sykehusinnkjøp HF runs over 1 000 sourcing processes per year, which are regulated by Norwegian and EU public procurement laws. In addition, Sykehusinnkjøp HF manages approximately 6 500 contracts, 22 000 supplier relations and roughly 160 000 active catalogue products and services. Sourcing processes and contracts can be run/managed on national level (all health trusts in Norway), regional level (all health trusts in a region), or on a local level (a single health trust or a single hospital) depending on the applied category approach and need.

Sykehusinnkjøp HF applies a cross-functional approach to its sourcing processes. This entails strong participation from the health regions in the form of clinical, IT and administrative representation in sourcing works and means effective digital tools are required to guide, collaborate, and communicate with the process participants. Likewise, information about and content in the contracts Sykehusinnkjøp HF manages on behalf of the health regions needs to be made available for its personnel.

The health trust has approximately 320 employees spread across 27 office locations in Norway.

For further information, see <https://www.sykehusinnkjop.no/>

1.1.1. Optional customers

The health regions and their health trusts, do some procurement activities and contract management on their own without aid from Sykehusinnkjøp HF. For this reason, the following entities will participate in this competition with the opportunity to procure parts of the new procurement tool for their own organizations. This will come in addition to the existing context/interfaces between these



organizations and Sykehusinnkjøp HF. The list of application modules this applies for is defined under point 1.2.3.

The following organizations will have customer options for the duration of the framework agreement:

- Helse Sør-Øst Regional Health Trust with underlying health trusts
 - Akershus universitetssykehus HF
 - Oslo universitetssykehus HF
 - Sunnaas sykehus HF
 - Sykehusapotekene HF
 - Sykehuset i Vestfold HF
 - Sykehuset Innlandet HF
 - Sykehuset Telemark HF
 - Sykehuset Østfold HF
 - Sykehuspartner HF
 - Sørlandet sykehus HF
 - Vestre Viken HF

- Helse Vest Regional Health Trust with underlying health trusts and company
 - Helse Førde HF
 - Helse Bergen HF
 - Helse Fonna HF
 - Helse Stavanger HF
 - Sjukehusapoteka Vest HF
 - Helse Vest IKT AS

- Helse Midt-Norge Regional Health Trust with underlying health trusts
 - St. Olavs hospital HF
 - Helse Møre og Romsdal HF
 - Helse Nord-Trøndelag HF
 - Hemit HF
 - Sykehusapotekene i Midt-Norge HF

- Helse Nord Regional Health Trust with underlying health trusts
 - Finnmarkssykehuset HF
 - Universitetssykehuset Nord-Norge HF
 - Nordlandssykehuset HF
 - Helgelandssykehuset HF
 - Sykehusapotek Nord
 - Helse Nord IKT HF

- Other jointly owned health trusts
 - Luftambulansetjenesten HF
 - Pasientreiser HF
 - Sykehusbygg HF
 - Helsetjenestens driftsorganisasjon HF



1.2. Purpose, scope and value

1.2.1. Purpose and scope

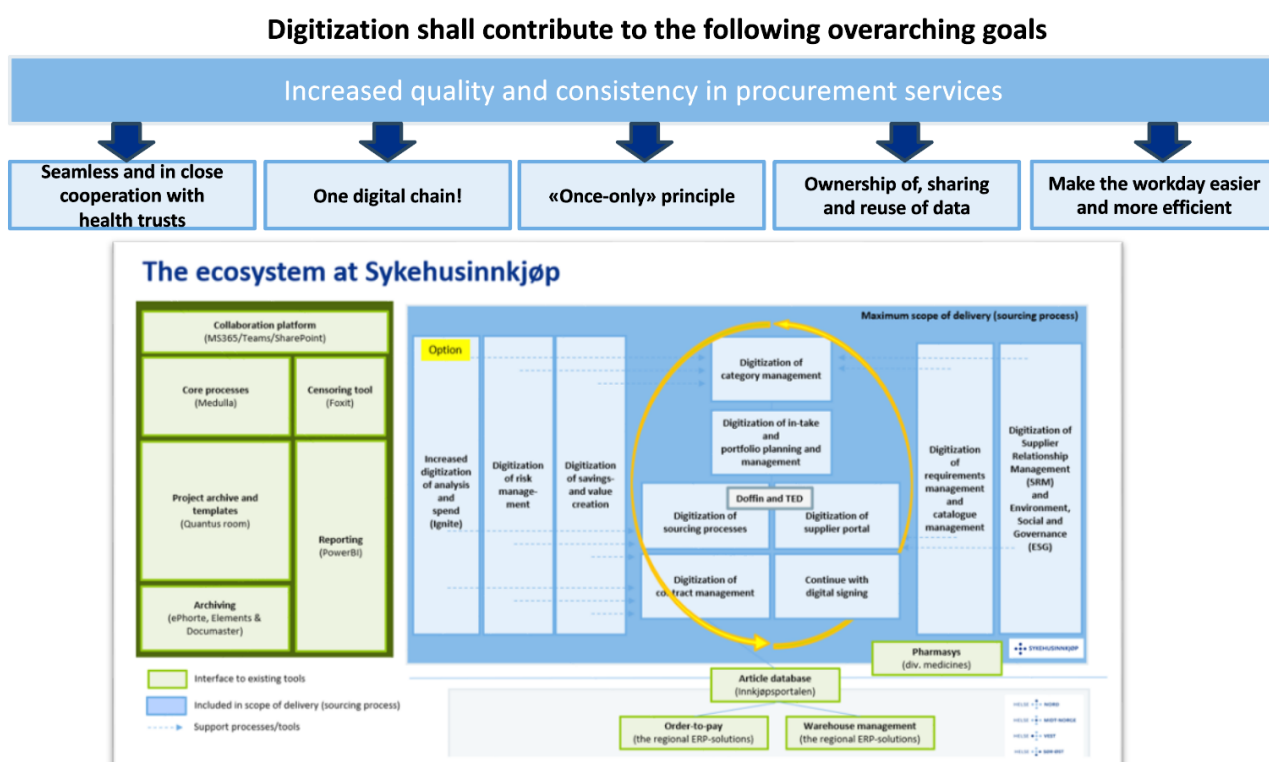
The purpose of this competition is to acquire and implement a new procurement suite/-ecosystem for Sykehusinnkjøp HF as a purchasing central. The new procurement system must include “read-only” access for users from the health regions and underlying health trusts.

The new suite/-ecosystem will replace the existing sourcing and contract management systems, some internally developed tools, and introduce new procurement functionality to improve focus, productivity, and consistency. Sykehusinnkjøp HF needs a modern cloud-based procurement platform that to a greater degree automates, digitizes, and streamlines our procurement business processes.

The enhanced digital procurement ecosystem should cover the functional needs of a purchasing central and be perceived as a seamless and efficient tool by its internal and external users. As stated initially, many of our procurement activities are done in close cooperation with personnel from the health trusts and our contractors.

Sykehusinnkjøp HF has a vision of having an end-to-end digital “procurement” chain where data is easily and transparently exchanged in the digital ecosystem and with the ERP-systems and data warehouse solutions in the health regions. In that context, the “once-only” principle is important. Information should only be collected and stored once, and then shared onwards as required and approved. The ownership and control of Sykehusinnkjøp data includes not only the ability to access, create, modify, package, derive benefit from or remove data, but also the right to share data and assign privileges to others. At the end of the day, the complete digital procurement suite/-ecosystem should lead to a more intelligent work approach that is more logical, easier to use and more efficient than today’s solutions for all users.

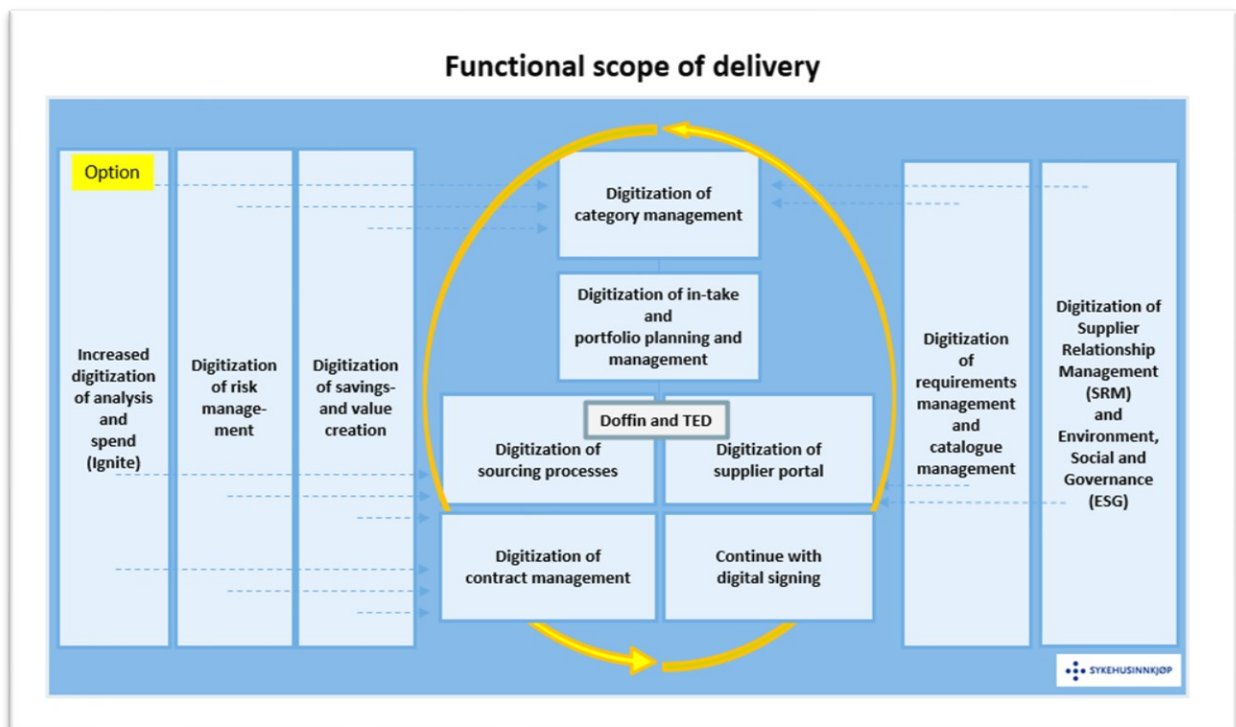
The purpose of this digitization project can be summarized as follows:





As stated in the introduction, Sykehusinnkjøp HF is a category-driven organization that aims at effectively managing the health regions procurement portfolio by breaking up their portfolio (spend) into categories and subcategories. Categories/subcategories contain similar and/or related products and services where applicable commercial and/or process levers are to be applied to identify and realize savings- and value creation opportunities. Through category management and other procurement tools Sykehusinnkjøp HF seeks to run sourcing processes and digitalize contract management more optimally to reduce cost and continually improve quality and efficiency.

The new procurement suite/-ecosystem should therefore cover all the following functional areas as these are strongly interrelated:



A general description of the tool and functional requirements is provided in the table below. In addition, we have added a context description of how the functionality is envisioned implemented at Sykehusinnkjøp HF.

Tool	General description	Our context
Category management	Category management is the process of gathering similar and related purchases into groups (categories) to manage the procurement portfolio through category strategies. It focuses on optimizing the value, quality, and cost of the procurement within a category. The goal of category management is to improve the efficiency and effectiveness of category	Sykehusinnkjøp HF needs a tool to better manage our 14 main categories, their subcategories, the category strategies, category in-take, category portfolio planning and guide, monitor and follow-up sourcing processes and contracts within each category.



Tool	General description	Our context
	<p>activities (sourcing and contract management) by applying a structured and disciplined approach to decision-making and follow-up activities. Category management involves analyzing spend, identifying opportunities for cost savings and process improvements, and developing and implementing procurement strategies tailored to each category.</p>	<p>Sykehusinnkjøp HF has a five-layer national category structure (spend taxonomy) that is available on our homepage. Link: spend taxonomy.</p> <p>See attachment 3 for further detail on our user needs.</p>
<p>In-take and portfolio planning and management</p>	<p>In-take is the process where a purchasing central receives procurement requests from its customers. These are generally requests to run sourcing processes to fulfill a procurement need that cannot be fulfilled through existing agreements. Procurement portfolio planning is about sorting, merging, splitting, and prioritizing the in-take. The end-result is an approved portfolio plan that takes into account varying factors like the scope and degree of urgency in the in-take, category strategies, the duration and requirements of the varying sourcing procedures and the availability and constraints of different type of resources.</p> <p>The approved portfolio plan is used to initialize and follow-up sourcing processes. Typically, portfolio plans change frequently based on unforeseen events that occur.</p>	<p>Sykehusinnkjøp HF needs a tool to better manage its in-take and the procurement portfolio. We receive roughly 1 200 requests (in-take forms) annually in addition to rolling framework agreements that need to be renewed. After review, adjustment, prioritization and approval, the end-result is an annual portfolio plan of roughly 1 000 sourcing processes that needs to be completed. After approval, sourcing processes are initiated and followed-up. Changes to the plans occur regularly.</p> <p>See attachment 3 for further detail on our user needs.</p>
<p>Risk management</p>	<p>Risk management in procurement is about identifying and managing potential impacts (risk) on category, sourcing, contract, and supplier levels. It is about identifying relevant risks, defining mitigating actions and updating risk matrices and actions over time. It is also about communicating risk and mitigating actions.</p>	<p>Sykehusinnkjøp HF needs a better tool to manage and report on risk on the various levels in the procurement portfolio.</p> <p>See attachment 3 for further detail on our user needs.</p>



Tool	General description	Our context
Spend data	Spend analysis is about making updated and historical procurement spend available for the organization. For a purchasing central this means collecting, cleaning, collating, and classifying expenditure data from many organizations and making the updated and historical data available for category managers, sourcing managers, contract managers and the purchasing centrals customers. Analysis of spend can reveal both deviations to existing contracts and opportunities to streamline and consolidate the procurement portfolio.	<p>Sykehusinnkjøp HF has a spend tool in Ignite Procurement. We retrieve spend data from many different systems in the health regions, including their ERP-systems. Our short-term expectation is using APIs to make the complied spend data from Ignite Procurement available for category managers, sourcing managers and contract managers through the new procurement system. It will also be used for reporting purposes on more aggregate levels.</p> <p>As our agreement with Ignite Procurement AS expires the 31st of December 2026, we have included an option in this procurement for the delivery of a spend analytics module as well.</p> <p>See attachment 3 for further detail on our user needs.</p>
Savings- and value creation	In procurement, savings refer to actions taken that result in reduced expenditure without compromising the quality or quantity of the procured goods or services. Value creation refers to strategies and activities that add value for the buying organization and its customers beyond achieved cost reductions. This could i.e., mean introducing improved product or service characteristics and quality, innovation, extending product lifetimes, reduced administration, or quicker deliveries.	<p>Sykehusinnkjøp HF needs a better tool to manage and report on savings- and value creation on a category, sourcing and contract levels.</p> <p>See attachment 3 for further detail on our user needs.</p>
Requirements management	Requirements management is an important part of the procurement process, as it's the only way to effectively define, manage, implement and follow-up requirements across categories, sourcing processes and contracts. A centralized requirements database is used to maintain standard requirements. Different	<p>Sykehusinnkjøp HF needs a tool to better manage requirements.</p> <p>See attachment 3 for further detail on our user needs.</p>



Tool	General description	Our context
	<p>areas of profession will use the database to collaborate effectively by sharing and using the updated/correct versions of requirements.</p> <p>Requirement management reduces requirements churn. Standard requirements are set and then they change, therefore changes need to be managed and communicated to others in an effective and controlled manner, while at the same time maintaining control over previous versions and use of requirements (i.e., in existing contracts).</p>	
Sourcing processes	<p>The EU has public procurement laws and rules that regulate how public authorities can purchase goods, works and services. These laws and rules have been transposed into the national legislation in Norway (Lov om offentlige anskaffelser (anskaffelsesloven) and Forskrift om offentlige anskaffelser (anskaffelsesforskriften)), and apply to public organizations like Sykehusinnkjøp HF. In practical terms this means sourcing processes, where the monetary value exceeds certain thresholds, are to be run in accordance with the sourcing procedures and rules specified in the laws and rules.</p> <p>See attachment 11 for further detail on public procurement in Norway.</p>	<p>Sykehusinnkjøp HF needs a better tool to manage its roughly 1 000 sourcing processes per year. The system must support all the different public tendering procedures (i.e., open procedure, restricted procedure, competitive dialog, competitive negotiated procedure, innovation partnership, design contest) which are regulated by law, and manage sourcing processes from internal preparation to contract award.</p> <p>See attachment 3 for further detail on our user needs.</p>
Catalogue management	<p>Catalogue management is the process of organizing and managing a catalogue of products and/or services.</p> <p>In a procurement setting, a generic or previous catalogue is used in sourcing processes to receive and compare relevant product- and service offers from the supplier market. In many cases this can include many hundred products</p>	<p>Sykehusinnkjøp has a centralized article database (Innkjøpsportalen) containing roughly 160 000 articles (products or services) regulated through roughly 600 framework agreements, but the organization needs a better tool (more digital) to manage catalogue content in sourcing processes and for contract management.</p>



Tool	General description	Our context
	<p>sorted into lots (e.g., product groups). Upon contract award, the winning catalogue(s) is/are attached to framework agreements and at some point, enriched with further data (i.e., pictures, more extensive product-/service descriptions, volume-/ordering data, warehouse-/logistics information) so that the catalogue can be uploaded/transferred into different ERP-systems for the ordering of products and services. As the number of products and services (or size of catalogue) can be quite extensive, management of changes to products or services in the catalogues is a key aspect in catalogue management.</p>	<p>See attachment 3 for further detail on our user needs.</p>
<p>Contract management</p>	<p>Contract management is the process of managing contracts, deliverables, deadlines, contract terms and conditions while ensuring customer satisfaction.</p>	<p>Sykehusinnkjøp HF needs a better tool to manage its contract portfolio of roughly 6 500 contracts. As a purchasing central, Sykehusinnkjøp HF must provide each of its customers (the health regions and their health trusts) with customer specific contract overviews and detailed information for each contract if they apply for the entity. Likewise, Sykehusinnkjøp HF needs to be able to manage the contracts efficiently and communicate digitally with both internal users and the contract suppliers as required.</p> <p>See attachment 3 for further detail on our user needs.</p>
<p>Supplier portal</p>	<p>A supplier portal, is a vital link between businesses and suppliers, acting as an online hub for critical interactions. It facilitates tasks such as onboarding suppliers, entering supplier information, document submission, and communication, providing a centralized hub for streamlined collaboration and transaction management. A supplier portal allows a purchasing central to</p>	<p>Suppliers and tenders need a better tool to manage communication and collaboration with Sykehusinnkjøp HF.</p> <p>See attachment 3 for further detail on our user needs.</p>



Tool	General description	Our context
	communicate and collaborate with tenderers and suppliers regarding all aspects of the procurement chain including sourcing processes, contract management, catalogue management and sustainability follow-up.	
Supplier Relationship Management (SRM) and sustainability (ESG)	<p>Supplier Relationship Management (SRM) is a tool used to monitor supplier markets and actively manage existing supplier relationships. Such monitoring supports the need to keep an overview of players and changes in the supplier market, the competitive situation, the products and profitability of the players, their contact persons, etc.</p> <p>ESG stands for Environmental, Social and Governance and is often called sustainability. Purchasing centrals and their customers need to proactively identify, monitor, and mitigate ESG risks in the supply chain. They need to be able to create action plans and collect compliance-ready data to support obligatory ESG-reporting.</p>	<p>Sykehusinnkjøp HF and its customers needs a tool to manage supplier relationships and ESG-requirements.</p> <p>See attachment 3 for further detail on our user needs.</p>

Sykehusinnkjøp HF need a phased implementation approach and hard deadline for first delivery. Existing sourcing- and contract management tools need to be replaced at the earliest possible stage in the implementation phase while taking into account Sykehusinnkjøp HF's category approach and long-term digital vision. A phased implementation therefore seems appropriate. The existing contracts for our sourcing- and contract management tools expire in April 2026.

1.2.2. Estimated total procurement value

When entering into a framework agreement, the contracting authority must base the maximum value on all contracts that it expects to enter into during the duration of the agreement, in accordance with § 5-4 (5) in Forskrift om offentlige anskaffelser (anskaffelsesforskriften). The value of any options should be included in the calculation of the framework agreement's value, including any options to extend the framework agreement. It is therefore not sufficient for the contracting authority to base its assessment solely on a probable usage pattern. The contracting authority has estimated volume ranges for the framework agreement to the best of its ability, based on anticipated call-offs. Estimating volume is challenging, resulting in a significant range.

The procurement is estimated to have a value of between 35-50 MNOK calculated over 4 years for Sykehusinnkjøp HF as a purchasing central. The estimate is based on estimated sums obtained from



the supplier market in the concept phase. The call-off for Sykehusinnkjøp HF will be part of the initial contract signing.

In addition to the estimated value for Sykehusinnkjøp HF, the health regions and their health trusts will have the option of using the acquired procurement solution to manage their internal sourcing processes and their internal contracts that are independent of Sykehusinnkjøp HF deliveries. This is estimated to have a value between 20-40 MNOK over 4 years.

In total, the procurement has an estimated value of 55-90 MNOK if all the options are exercised over a period of 4 years. The maximum value of the framework agreement is estimated to 130 MNOK over the same period and includes procurement, implementation and maintenance for Sykehusinnkjøp HF and all optional customers.

1.2.3. Product and customer options

This procurement includes the following options:

- Option on spend analytics
Sykehusinnkjøp HF has an existing agreement with Ignite Procurement AS to harmonize, classify and analyze spend data in the specialized health sector. This agreement is valid until the 31st of December 2026. The option on spend analytics applies therefore from the 1st of January 2027.
- Licensing option for regional health trusts and their health trusts
The regional health trusts and their health trusts will have the option to set-up a separate instance (multi-tenancy) of the application to mainly run sourcing processes and/or manage contracts that are independent of Sykehusinnkjøp HF. In such an event, separate call-offs covering the individual set-up and licensing will be required for each legal entity jf. point 1.1.1.

1.3. Tenderer versus Contractor

To avoid misunderstanding, the term *Tenderer* will be used as designation of the suppliers participating in this competition, while *Contractor* will be used as designation of the supplier(s) awarded a contract.

1.4. Agreements and duration of agreements

1.4.1. Planned structure of agreements

The Customer plans on using the following set of agreements:

- SSA-R - Framework agreement governing the purchase of goods and services within ICT and consultancy services.
- SSA-little Cloud - Agreement for providing access to Cloud Services delivered on Standard Terms.

The agreements are standard Information and Communication Technology (ICT) contract templates provided by the Norwegian Agency for Public and Financial Management (DFØ). The framework agreement is planned used to manage which health trusts that choose to trigger their licensing options over the initial four-year period, where each health trust delivery may be regulated by individual cloud agreements with each health trust. The Sykehusinnkjøp HF delivery, encompassing all the listed functionality in the scope section of this document, will be included in the initial signing of the agreements.



In accordance with the General Data Protection Regulation (GDPR), a Data Processor Agreement may be required for these deliveries. Other supporting agreement documents may also be relevant. The proposed agreement structure and documents will therefore be discussed with tenderers during the dialogue phase. The final set of agreement documents will be shared with tenderers during the dialogue phase, and no later than the date for invitation to submit the final tender.

1.4.2. Duration of the agreement

The duration of the agreement(s) will depend on choice of agreement(s). The customer is planning with the following agreement durations:

- SSA-R - Framework agreement governing the purchase of goods and services within ICT and consultancy services. Duration: 2+1+1 years, where year 3 and 4 will be option years. (See agreement point 1.3)
- SSA-little Cloud - Agreement for providing access to Cloud Services delivered on Standard Terms. Duration: On-going operation and maintenance agreement with automatic annual renewal (See agreement point 4.1).

1.4.3. Pay and working conditions

The Working Environment Act in Norway regulates working conditions, working hours and protects employees etc. in public contracts. It shall ensure that employees in engaged companies, that perform services and construction work for public contractors, have pay and working conditions that are not worse than those defined in applicable general regulations or nationwide collective agreements.

The contract terms relevant for this competition will therefore have terms that point to these regulations to ensure they are fulfilled.

1.5. Partial agreements

The procurement will not be divided into partial agreements.



1.6. The competition basis

The competition basis includes this document and the following attachments:

Document	Name	Comments
Attachment 1	Application letter	(template)
Attachment 2	Answer form technical and professional qualifications	(template)
Attachment 3	Customers' user needs	Preliminary requirements
Attachment 4	Customers' existing technical platform	
Attachment 5a	Framework agreement (SSA-R)	(template)
Attachment 5b	Appendices to the framework agreement (SSA-R)	(template)
Attachment 5c	SSA-little Cloud Agreement	(template)
Attachment 5d	Appendices to SSA-little Cloud	(template)
Attachment 6	Standard Data Processor Agreement	(template)
Attachment 7	Guide to censoring tender documents	(template)
Attachment 8	Parent Company Guarantee	(template)
Attachment 9	Declaration of commitment	(template)
Attachment 10	Self-declaration on non-Russian involvement	(template)
Attachment 11	Public Procurement in Norway. Guide from DFØ. (The Norwegian Agency for Public and Financial Management)	

The competition documents will later be supplemented with documents titled "Invitation to dialogue" and "Invitation to final tender". Here you will find further details regarding the subsequent phases that hold relevance for the selected Tenderers.

Name
Invitation to dialogue
Invitation to final tender

1.7. Tentative timeline for competition

The tentative timeline for the procurement is detailed below and is subject to change.

Activity	Date
Qualification phase	
Deadline for asking questions regarding qualification	See dates in Mersell
Deadline for submitting application	See dates in Mersell
Notification of the result of the qualification	Week 23 2024
Dialogue phase	
Information meeting	Week 24 2024
Deadline for submitting first solution proposal	Week 28 2024
Dialogue	Week 38 2024 - week 5 2025
Tender phase	
Invitation to submit final tender	Week 7 2025
Deadline for submitting final tender	Week 9 2025
Allocation decision and notification to the Contractors	Week 12 2025



Activity	Date
Signing and entering into agreement(s)	Week 15 2025

2. Procurement rules

2.1. Procurement procedure

This procurement will be conducted as a competitive dialogue, in accordance with Part I and III of the Public Procurement Act of 17 June 2016 no. 73 and regulations 2016 no. 12 August 2016 no. 974.

The dialogue procedure will be conducted in three phases: the qualification phase as per section 3, the dialogue phase as per section 7, and the tender phase as per section 8 in this document.

The qualification phase: In a competitive dialogue, all interested Tenderers are allowed to submit a request to participate in the competition. However, only those Tenderers who are qualified and invited by the contracting authority will be able to participate in the dialogue and tender phases.

The contracting authority plans to invite a select group of Tenderers to participate in the dialogue. Any selection among qualified Tenderers will take place based on the qualification applications and the selection criteria outlined in section 6.

The dialogue phase: The dialogue can encompass all aspects of the procurement and can be conducted in several phases, both in writing and orally. Requirements and/or details concerning the award criteria may be added or removed along the way, and the classification of requirements may be altered until the invitation to submit the final tender is sent out.

The contracting authority reserves the right to reduce the number of proposed solutions based on the award criteria. At the end of the dialogue the contracting authority will declare that the dialogue has been concluded and inform participating Tenderers in writing.

The tender phase: The contracting authority will invite Tenderers to submit their final tender based on the solution presented and specified during the dialogue phase. The final tender shall contain all the elements required and necessary to perform and deliver the specified results in the project. The contracting authority will evaluate the tenders and award the contract to the Tenderer with the best offer in accordance with the award criteria. Please note there will be no negotiations after final tenders have been submitted.

Communication and dialogue during the competitive dialogue will take place in Norwegian or English.

2.2. Communication

All communication during the qualification and tender phases shall go through the Merccell portal (<https://www.merccell.com>). During the dialogue phase communication will be managed through a Teams channel. Given the nature of the competition, where Merccell Norge AS is a possible competitor, all confidential information and files uploaded in Merccell should be in a locked file format with a password that is shared with the customer through a different channel. This to reassure all parties of confidentiality while still logging the formal communication.

Other communication with persons participating in the decision-making process is not permitted, and inquiries that occur in any other way cannot be expected to be answered. In the event of any questions relevant for all Tenderers, the contracting authority will answer this anonymously to all Tenderers.



3. Qualification phase

3.1. General

All requests for participation shall be submitted electronically via the Merccell Portal within the stated deadline.

If the Tenderer so wishes, they can submit a request for participation and/or questions related to the competition documents through the Merccell Portal using password-protected files. The password will be provided to the client as agreed upon.

3.2. Tax certificate

The Tenderer shall submit a tax certificate for VAT and tax certificate for tax. This applies only if the Tenderer is Norwegian. The tax certificate shall not be older than 6 months calculated from the deadline for submitting a request to participate in the competition.

3.3. International sanctions – non-Russian involvement

The customer is subject to a prohibition on awarding or implementing public contracts or concession contracts with legal entities (individuals and companies) covered by § 8n of Regulation 15 August 2014 No. 1076 on restrictive measures related to actions undermining or threatening Ukraine's territorial integrity, sovereignty, independence, and stability (Sanctions Regulation Ukraine - territorial integrity, etc.). The regulation provision is based on the Act of 16 April 2021 No. 18 on the implementation of international sanctions (the Sanctions Act) § 2.

The customer relies on loyal compliance from our suppliers in adhering to the provisions of the sanction's framework. Tenderers covered by the mentioned regulatory provision will be rejected from the competition.

The Tenderer shall submit a completed version of Attachment 10, the Declaration of non-Russian Involvement, along with their application.

3.4. Content and structure of the supplier request to participate in competition

The request should be delivered with file names according to the following structure:

Document	Name
Appendix 1	Application letter
Appendix 2	Documentation related to qualification requirements
Appendix 3	Tax certificate for paid VAT and tax
Appendix 4	Declaration of non-Russian involvement
Appendix 5	Declaration of commitment from other businesses (if relevant)
Appendix 6	Parent company guarantee, bank guarantee etc. (if relevant)
Appendix 7	Declaration of solidarity responsibility (if relevant)
Appendix 8	Redacted version of the application

3.5. Language

Request for participating in the competition should be written in Norwegian, Swedish, Danish, or English.



3.6. Deadline for requesting a temporary injunction

Deadline for requesting a temporary injunction against the customer's decision to reject a request to participate in the competition or not to select a Tenderer, is 15 calendar days counted from the day after the information was sent, cf. Section 20-7 of the Procurement Regulations.

4. The European Single Procurement Document (ESPD)

4.1. The ESPD-form

The Tenderer shall fill out the ESPD-form as stated in Merccell.

4.2. National reasons for rejection

In accordance with ESPD Part III: Exclusion grounds Section D: "Other exclusion grounds that may be foreseen in the national legislation of the customer's or contracting entity's Member State" states that in this competition all the reasons for rejection apply to section 24-2 of the Procurement Regulations, including the purely national reasons for rejection:

- Paragraph 24-2 (2).
- Paragraph §24-2 (3) letter i).

5. Qualification requirements

In this competition, the Tenderer is required to submit all documentation related to the qualification requirements as part of their application.

5.1. Registrations, authorizations, etc.

Qualification requirements	Documentation requirements
The Tenderer shall be registered in an enterprise register or a trade register in the state where the Tenderer is established.	Norwegian companies: <ul style="list-style-type: none">• Certificate of establishment Foreign companies: <ul style="list-style-type: none">• Documentation that the company is registered in the register of enterprises, professional register, or a trade register in the state where the Tenderer is established.

5.2. Economic and financial capacity and capability

Qualification requirements	Documentation requirements
The Tenderer shall have sufficient economic and financial solvency to be able to carry out the contractual obligations.	<ul style="list-style-type: none">• Last two years of financial statements with notes including auditor's statement.• Income statement and balance sheet from the last six months if it is more than 6 months since the last financial statements. If the Tenderer has a factual reason not to disclose the documentation claimed by the Client, the Tenderer may determine his economic and financial capacity by any other



Qualification requirements	Documentation requirements
	<p>document, including, for example, by a parent company guarantee, bank guarantee, etc. When using the parent company's guarantee, it is requested that the Tenderer provides documentation that the parent company is able to take over the subsidiary's financial and financial contractual obligations.</p> <p>The Client will order a rating report at Dun & Bradstreet to verify that the Tenderer has sufficient economic and financial capability.</p>

5.3. Technical and professional qualifications

Qualification requirements	Documentation requirements
<p>The Tenderer must possess adequate capability to fulfill the contractual obligations, including experience in delivering a solution that covers the areas specified in section 1.2.</p> <p>In the assessment, Client will emphasize on the relevance, scale, and complexity of previous deliveries.</p>	<ul style="list-style-type: none"> An overview of up to the three (3) most important and relevant deliveries of similar solutions in the last three (3) years, including information on scope/value, time of delivery, as well as the name of the customer. <p>Please use the template in Attachment 2, titled "Answer form technical and professional qualifications".</p>
<p>The Tenderer shall have good capacity related to the implementation of the contract. This includes development, testing, support and maintenance, project management, implementation and training.</p> <p>In the assessment, Client will emphasize capacity in relation to the scope and size of this competition.</p>	<p>Number of resources:</p> <ul style="list-style-type: none"> Average number of man-years last 2 years (whole business) <p>Number of man-years <u>relevant to this delivery</u>:</p> <ul style="list-style-type: none"> project management implementation product development testing support and maintenance <ul style="list-style-type: none"> Any further plans for staffing adjustment if the Tenderer is awarded a contract. A description of technical personnel or technical devices, especially those responsible for quality control, which the Tenderer advises to perform the contract. <p>In addition, the Tenderer is asked to describe how much of the contract, and which parts, are planned to be set aside to sub-contractor(s).</p>



Qualification requirements	Documentation requirements
	Please use the template in Attachment 2, titled “Answer form technical and professional qualifications”.

5.4. Using other businesses to fulfill qualification requirements

If a Tenderer is not able to fulfil the qualification requirements in sections 5.2 and 5.3 on its own, the Tenderer can rely on other businesses (i.e parent company, sub-contractors) to meet the qualification requirements. This applies regardless of the legal association between the Tenderer and the business(es). If a Tenderer wishes to rely on other businesses to satisfy the qualification requirements, the ESPD declaration must be delivered electronically for both the supplier and the business(es) he will rely on. In addition, the Tenderer must deliver a declaration of commitment for each of the businesses. The declaration must specify how and in which areas the company will support the Tenderer.

If the Tenderer relies on the capacity of other businesses to meet the requirements for economic and financial capacity, the business(s) must be solidarity responsible for the performance of the contract. This must be documented by adding a declaration of solidarity responsibility. In the event of support from a parent company, a parent company guarantee must be attached.

This information will not affect the Contractor’s contractual responsibility.

6. Selection among qualified Tenderers

Tenderers who meet the qualification requirements set out in chapter 5 and who are not rejected, will be deemed qualified. To the extent that there are enough qualified Tenderers, the contracting authority will select a limited number of suppliers to participate in the competition, albeit at least three (3) suppliers.

Any selection among qualified Tenderers to participate in the competition will take place based on an overall evaluation of which qualification applications best meet the following qualification requirements for participation in the competition:

- **Relevant deliveries and references**
- **Tenderers capacity**

The contracting authority will give the Tenderers who are rejected or not selected a written notification as soon as possible. The notice will contain a brief justification.

7. The dialogue phase

The ensuing chapters are primarily applicable to the Tenderers who are qualified and selected to participate in the dialogue phase, to submit solution proposals and possible tenders. All Tenderers must first apply for participation and then await invitation to the dialogue phase.

Further information on how the dialogue will take place, including deadlines for the delivery of solution proposals and the submission of final offers, will be sent to selected Tenderers after the qualification phase.



8. The Tender phase

The tender phase is the competition phase where the suppliers submit their final bids/final tenders. Final bids/final tender will be evaluated based on the specified award criteria.

8.1. Language

The final offer should be written in Norwegian, Swedish, Danish, or English.

8.2. Validity of the final tender

The final tender should be valid and binding for six (6) months from the deadline for the final offer.

8.3. Costs related to participation in competition

Tenderers are expected to prepare and submit the tender at their own expense and risk. Costs and expenses incurred by the Tenderer related to this procurement shall be borne by the Tenderer. The contracting authority undertakes no economic liability for work performed in connection with the Tenderer's participation in the competition.

8.4. Award criteria and evaluation

The award of the contract will be made based on which tender has the best ratio between quality and cost. Final award criteria, sub-criteria and weighting will be decided upon during the dialogue phase. Tenderers will be informed of the award criteria, sub-criteria and weighting prior to the invitation to submit the final tender.

Award criterion	Ranking
Quality	1
Cost	2

8.5. Elaboration of the award criteria

8.5.1. Quality

For the quality award criteria, the following are assumed to be components:

- Assignment understanding and functional requirements
- Technical requirements and integrations
- Test and implementation plan and activities
- Maintenance and support

Climate and environmental considerations

According to the regulations for public procurement (FOA) §7-9 (2), climate and/or environmental considerations must be weighted as a starting point at a minimum of 30% of the award criteria in the competition. The dialogue phase will be used to clarify whether climate and/or environmental considerations should be weighted 30%, or whether climate and environmental requirements are covered in the requirements specification, cf. FOA section 7-9 (point 4).

8.5.2. Cost

For the cost criteria, the following are assumed to be components:

- Life-cycle costing for Sykehusinnkjøp HF



- Licensing costs
 - Implementation costs
 - Operating and maintenance costs
 - Estimated use of services in the future
 - Options
- Options for regional health trusts and their health trusts
 - Licensing costs
 - Implementation costs (standard basic package)
 - Operating and maintenance costs

8.6. Award of contract

A decision on the award of the agreement(s) will be notified in writing to all Tenderers at the same time in a reasonable time before the agreements are signed. The decision will include a justification for the choice of Contractor(s) and provide information about the period before the contract is signed (stand-still period).

8.7. Cancellation of the procurement

The contracting authority reserves the right to cancel the procurement if the regional health authorities for any reason decide not to give Sykehusinnkjøp HF the final financial approval for the investment or in the event the procurement has a higher cost than the stipulated value of the contract. In the event of cancellation, the tenderers costs will not be refunded.