
TENDER DOCUMENT

Global project- reports on exploration activity (12/1043)

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

Submission deadline: 22.10.12

12:00 noon local time (Norway)



**NORWEGIAN PETROLEUM
DIRECTORATE**

1 Contents

2	General description.....	3
2.1	About the Norwegian Petroleum Directorate.....	3
2.2	Scope of procurement.....	3
2.3	Partial offer.....	3
2.4	Public announcement.....	3
3	Competition rules.....	3
3.1	Procedure.....	3
3.2	Confidentiality.....	3
3.3	Reservations and non-conformity.....	4
3.4	Abidance.....	4
3.5	Updating the tender documents.....	4
3.6	Additional information.....	4
3.7	Communication during the tender process.....	4
4	Qualification requirements.....	5
4.1	General requirements.....	5
4.2	Company registration.....	5
5	Award criteria.....	5
6	Submission and disposition of tender.....	6
6.1	Submission of tender.....	6
6.2	Disposition of tender.....	6
7	Appendix.....	7
7.1	Appendix 1 - Scope of work / Terms of reference.....	8
7.2	Appendix 2 - Contract terms.....	9
7.3	Appendix 3 - HES self declaration.....	10

2 General description

2.1 About the Norwegian Petroleum Directorate

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

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

For more information about NPD, visit our website www.npd.no.

2.2 Scope of procurement

The level of exploration activity on the NCS in recent years has been high. This increase primarily reflects high oil prices and changes to Norwegian exploration policy. Many discoveries have resulted from the high level of activity.

To ensure that the positive trend continues NPD wants to compare:

- the development on the NCS with the exploration trends in conventional exploration at a basin level over the past ten years
- the attractiveness of the NCS with other petroleum provinces
- the value creation of the exploration activity from the companies on the NCS with the results of the international companies in global conventional exploration over the past decade

To make this comparison the NPD would like to purchase three reports on global exploration activity.

The NPD prefer these reports to be delivered as soon and possible , and time of delivery will therefore be evaluated, ref 5.1

See appendix 1 for specification of requirements.

2.3 Partial offer

There is no opportunity to submit a partial tender.

The competition is announced in the Merccell database, DOFFIN database, see www.doffin.no.

2.4 Public announcement

Tender competition is announced in the Merccell-database and DOFFIN-database.

3 Competition rules

3.1 Procedure

Open tendering competition, cf the Public Procurement Act of 16 July 1999 No. 69 as amended, see also the Regulations relating to public procurement, laid down by Royal Decree on 7 April 2006 No 402. This type of procedure does not allow for contract negotiations. Only bidders that fulfil the qualification requirements will have their tenders evaluated. Bidders are not allowed to change the tender after the submission deadline.

3.2 Confidentiality

The employer and its employees are required to prevent others from gaining access to or knowledge of information regarding technical devices and procedures or operations and business

relationships that for competitive reasons can be important to keep secret, cf Regulations regarding public procurement § 3-6, cf § 13 Public Administration Act.

3.3 Reservations and non-conformity

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

The same applies to non-conformity. Reservations and non-conformities shall be stated precisely and unambiguously. They shall be stated in the bid letter in such a manner that the contractor can evaluate them without it being necessary to contact the supplier, cf. Section 11-3 of the Public Procurement Act. Substantial reservations, and reservations or non-conformities that can result in uncertainty regarding evaluation of the bid compared to other bids, will result in the bid being disallowed, cf. Section 11-11(1) of The Public Procurement Act.

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

3.4 Abidance

The bidder must abide by his/her tender until 3 months after the submission deadline.

3.5 Updating the tender documents

Any corrections, additions or changes to the tender documents, including questions and answers in anonymous form, will be communicated to all suppliers who have expressed interest by way of Mercell.

In a revision of the competition, it will show as a new version of the competition. Regarding additional information, it will be presented in the "Additional Information" tab in the Mercell portal. Suppliers who have already registered their interest will also receive a message via an e-mail informing that additional information about the competition has been given, or that there has been a revision of the competition. Click on the link in the e-mail to access the competition.


3.6 Additional information


If the contractor finds that the tender documents do not provide sufficient guidance, he may send, in writing, a request for additional information from the client.

If errors are detected in the tender documents, it is requested that this is conveyed in writing to the client.

3.7 Communication during the tender process

All communication during the process shall be routed via the Mercell-portal, www.mercell.no. This is to assure that all communication will be logged. When you are logged on to the competition,

chose the flag marked "Communication", click on the symbol  "New message". Enter the

information to the NPD and then click . The NPD will then receive your message. If the question regards all bidders, the NPD will answer the inquiry anonymously by giving the answer as additional information. Additional information is available under the flag "Enquiry", then the flag "Additional information". You will also receive an e-mail with a link to the additional information.

Requests received later than 4 working days prior to the deadline for the offer will not be answered.

4 Qualification requirements

4.1 General requirements

Requirement	Documents required
Circumstances regarding the bidder's tax remittances shall be in order (this only applies to Norwegian companies).	<ul style="list-style-type: none"> • Tax certificate • VAT certificate <p>More information: http://www.skatteetaten.no/no/Alt-om/Skatteattest/</p>
The bidder shall have a HES-system in line with current regulations.	<ul style="list-style-type: none"> • A HES self-declaration from the bidder <p>Please find suggested form in appendix 3.</p>

4.2 Company registration

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

5 Award criteria

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

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

Criteria	Documents required
Price	Price for the reports including all costs
Quality. With quality means offered quality of the reports, especially data quality, broadness/coverage regarding countries and companies etc, as well as methodology for preparation of the analyses	The bidder must give a brief description of the delivery, including data quality, methodology for preparation of analyses etc.

Time of delivery	The bidder must state time of delivery of the reports to the NPD(calendar days from time of order)
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6 Submission and disposition of tender

6.1 Submission of tender

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

If you are not a Mercell customer, or you have questions regarding how the application functions, e.g. how to submit a tender, please contact Mercell Support at tel +47 21 01 88 60, or by e-mail to support@mercell.com. It is recommended to submit the tender in adequate time before the deadline. A minimum of 1 hour before the deadline is suggested. Be aware of that the deadline local(Norwegian) time.

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

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

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

6.2 Disposition of tender

The offer shall be designed in accordance with the disposition resulting from this tender. The supplier is responsible that all questions, requirements and points of clarification are answered/elucidated and documented in the tender.

The offer shall follow this outline:

File name	Contents
Qualification requirements	Documents are to be enclosed in the step Kvalifikasjonskrav/Qualification requirements when you submit the tender in Mercell.
K01 - Tax certificate	Cf chapter 4.1 in the tender documents
K02 - VAT certificate	Cf chapter 4.1 in the tender documents
K03 - HES self-declaration	Cf chapter 4.1 in the tender documents
K04 - Company registration certificate	Cf chapter 4.2 in the tender documents
Documents required	Documents are to be enclosed under the tab Dokumenter/Documents when you submit the tender in Mercell.
DOK01 – Cover page	Signed by a responsible/liable representative

	<p>for the bidder. Confirmation that the NPD's contract terms are accepted. Reservations with reference to specific contract clauses must be quoted with alternative proposals, as this type of procedure does not allow negotiations. If the bidder has own contract terms which will supply the NPD standard terms, they should be also be stated, see also appendix 2</p> <p>Name and contact information of the bidder.</p>
DOK02 - Price	Cf chapter 5.1 in the tender document
DOK03 – Description of offered quality	Cf chapter 5.1 in the tender document
DOK04 – Documented time of delivery	Cf chapter 5.1 in the tender document

7 Appendix

- Appendix 1 - Scope of work, included in this file
- Appendix 2 - Contract terms
- Appendix 3 - HES self declaration

7.1 Appendix 1 - Scope of work / Terms of reference

7.1.1 Background

The level of exploration activity on the NCS in recent years has been high. This increase primarily reflects high oil prices and changes to Norwegian exploration policy. Many discoveries have resulted from the high level of activity.

To ensure that the positive trend continues NPD wants to compare:

- the development on the NCS with the exploration trends in conventional exploration at a basin level over the past ten years
- the attractiveness of the NCS with other petroleum provinces
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7.1.2 The task

To make this comparison NPD wants to buy three reports:

Report 1:

Exploration Trends: This report shall cover an analysis of the high-level and regional trends in conventional exploration over the past ten years, quantifying the relative merits of over different basins worldwide;

Report 2:

Future Exploration Economics: this report shall compare the yet-to-find potential and commercial attractiveness of key basins worldwide.

Report 3:

Company Benchmarking: The report shall compare the relative performance of leading exploration companies against a range of different metrics and relate this performance to company strategies.

7.1.3 Economic frame

The price for the reports shall not be more than 570000 NOK excl. VAT .

7.2 Appendix 2 - Contract terms

Appendix 2 – Contract terms is attached the announcement in a PDF file.

Attached is the NPD's standard contract.

The NPD's contract terms can be supplemented by the supplier's own contract terms. These must be attached to the offer. The supplier's terms cannot significantly oppose the NPD's own contract terms. It should be noted that the NPD has the right and duty under the regulations for public procurement to reject offers that contain significant reservations to our contract terms. It is also not allowed to negotiate contract terms.

7.3 Appendix 3 - HES self declaration