

Technical specification

1. Purpose for the procurement

The purpose for the procurement is to give the Section for Analysis and Markets (AM) in the Norwegian Ministry of Petroleum and Energy (the MPE) access to price assessments (historical and forecasts), analyses and other reports etc. related to the markets for crude oil and products. Special emphasis should be given to the pricing of North Sea crudes.

The MPE uses this kind of services for several purposes, including AM function as Secretariat for the Petroleum Price Board (PPB). In this regard all information from the service provider could be made available for the relevant Norwegian taxation authorities.

2. Mandatory content of service

The service needs to contain the following elements as a minimum:

- Quarterly reports on relevant price and market information known by the service provider influencing trading of Norwegian crudes. The quarterly reports must also include:
 - a detailed description of the development of the crude oil market for the relevant quarter
 - a range of spot price assessments for North Sea crudes, including major Norwegian crudes
 - information about crude oil trading and updates about actual deals.

The basis and method for the various crude oil spot price assessments must be closely monitored by the service provider.

The quarterly reports should be drafted and usually be presented in the succeeding month to each quarter. These presentations will normally be done at quarterly meetings held at the location of the service provider. Alternatively, meetings could be held at the MPE's premises in Oslo, and additional cost that this may entail should be specified in accordance with para 3. Supplement.

- The service provider should have comprehensive knowledge and understanding of crude oil trading, physical and paper.
 - The service provider will provide information and assessments on how different grade could be priced/valued against each other also in cases where little market information is available.
- The service provider will render advice and recommendation on the methodology and specific issues related to norm price determination.
- The assignment does also encompass analyses of crude oil and product markets in general.

The conclusions from these market analyses will also be subject to discussions at the quarterly meetings.

- The service provider should be available on a continuous basis to respond rapidly to any request for information, advice or analysis regarding the pricing of North Sea crudes and oil market developments.
- Deliveries can be done either by e-mail, mail or by access to data centres online.
- Language: Norwegian or English

The tender should contain a comprehensive description on how the supplier will meet the requirements listed above. If possible please provide examples of previous work related to these topics.

3. Supplement

If the tenderer has additional elements to the ones mentioned under point 2, please describe these. Such elements will be considered in the evaluation.

Please note that such additional elements shall be included in the total price and that it will not be possible to charge anything extra for these services.

The MPE should have an option to request further work to be undertaken by the service provider to be compensated separately. The tender should specify the hourly/daily cost for any additional consulting assignments. The tender should also specify the additional cost incurred if quarterly meetings are held at the MPE's premises in Oslo.