
TENDER DOCUMENT

*Acquisition and processing in 2014 of 2D seismic data on the Norwegian
Continental Shelf*

(Ref no 2013/992)

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

***Submission deadline: 10.12.2013
12:00 noon local time (CET, 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	Public announcement	3
3	Competition rules	3
3.1	Procedure	3
3.2	Reservations and non-conformity.....	3
3.3	Abidance	4
3.4	Communication during the tender process	4
4	Qualification requirements	4
4.1	General requirements.....	4
4.2	Company registration	4
4.3	Financial strength	5
4.4	Experience.....	5
5	Award criteria	5
6	Submission and disposition of tender	5
6.1	Submission of tender	5
6.2	Disposition of tender	6
7	Annex	7
7.1	Annex 1 - Scope of work.....	7
7.2	Annex 2 - General conditions of contract	7
7.3	Annex 3 - General conditions of contract, schedule A	7
7.4	Annex 4 - Special conditions of contract	7
7.5	Annex 5 - Service agreement	7
7.6	Annex 6 - HES self declaration form	7

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 NPD hereby invites potential bidders / interested parties to submit a tender for the geophysical work as described in annex 1.

The project is subject to funding from the Norwegian Government. The NPD therefore reserves the right to stop the bidding process or declare it null and void or reduce the volume of the programmes due to budgetary reasons or other unforeseen circumstances outside the NPD's control.

2.3 Public announcement

Tender competition is announced in the Merccell-database, DOFFIN-database and in the TED-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 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 20-3 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 20-13(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.



The supplier can not make any reservation against the contract section 4.1.8, Wage and Working Conditions – Prohibition against Social Dumping. This is a statutory requirement that OD must include in their contracts.

Any reservation or non-conformity to this contract section will result in the bid being disallowed.

3.3 Abidance

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

3.4 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 then 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 5 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>Cf. annex 6 for suggested form.</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.

4.3 Financial strength

Requirement	Documents required
Sound financial strength	<ul style="list-style-type: none"> A copy of company annual accounts or extracts thereof, with notes from an authorised public accountant as well as the last two quarter results

4.4 Experience

Requirement	Documents required
Considerable experience from similar assignments	<ul style="list-style-type: none"> Statement indicating relevant experience from similar assignments and full overview of Track Record

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:

No	Criteria	Weight	Documents required
1	Availability of seismic vessel / operation for the preferred period (Start-up 1st August to late September / early October 2014). Preference will be given to bids that provide clear unqualified statements of availability and start-up in the preferred period	25 %	<ul style="list-style-type: none"> A declaration showing vessel availability and capacity in order to meet the preferred survey time window.
2	Price - commercial	25 %	<ul style="list-style-type: none"> A quotation of rates in accordance with annex 1 sections 2.1, 2.2 & 2.7, including price table 1.
3	Quality and technology offered herein – in particular with reference to annex 1 section 3.1	50 %	<ul style="list-style-type: none"> A description of how the bidder will meet the specification of requirements listed in annex 1 including the documentation required

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.

If the authority 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 tender shall be enunciated in English and as in this disposition:

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. section 4.1 in this tender document.
K02 - VAT certificate	Cf. section 4.1 in this tender document.
K03 - HES self-declaration	Cf. section 4.1 in this tender document.
K04 - Company registration	Cf. section 4.2 in this tender document.
K05 - Annual accounts and last two quarter results	Cf. section 4.3 in this tender document.
K06 - Relevant experience and Track Record	Cf. section 4.4 in this tender document.
Documents required	Documents are to be enclosed under the tab Dokumenter/Documents when you submit the tender in Mercell.
DOK01 – Cover page	Signature by a responsible/liable representative for the bidder and name and contact information of the bidder.
DOK02 - Availability of vessel	Cf. section 5.1, criteria no 1
DOK03 - Price	Cf. section 5.1, criteria no 2
DOK04 - Technology	Cf. section 5.1, criteria no 3
DOK05 - Completion of schedule's B-G as appropriate	Cf. annex 3, section no 1.1.6.
DOK06 - Contractual	Cf. annex 1, section no 8.

7 Annex

7.1 Annex 1 - Scope of work

Annex 1 is enclosed in a separate PDF-file.

7.2 Annex 2 - General conditions of contract

Annex 2 is enclosed in a separate PDF-file.

7.3 Annex 3 - General conditions of contract, schedule A

Annex 3 is enclosed in a separate PDF-file.

7.4 Annex 4 - Special conditions of contract

Annex 4 is enclosed in a separate PDF-file.

7.5 Annex 5 - Service agreement

Annex 5 is enclosed in a separate PDF-file.

7.6 Annex 6 - HES self declaration form

Annex 6 is enclosed in a separate PDF-file.