
TENDER DOCUMENT

Software for basin modeling studies (14/235)

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

Submission deadline: 10.4.2014

12:00 noon local time (Norway)



**NORWEGIAN PETROLEUM
DIRECTORATE**

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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

NPD has large amounts of complex data stored in large databases and is focusing on basin modeling studies. Based on this NPD wishes to purchase/lease/rent a software that can perform some basic analysis. The equipment required is a user-friendly and easily integrated with other G&G software such as Petrel or Paradigm.

This can be supplied either as licenses in the form of a long-term agreement (4 years with an option to extend the agreement year-by-year) or as software that the NPD has right of ownership to.

See section 3 for specification of requirements.

2.3 Partial offer

There is no opportunity to submit a partial tender.

2.4 Public announcement

Tender competition is announced in the Merzell-database og DOFFIN-database.

3 Scope of work

The task consists of:

1. Purchase of software or purchase of one license
2. Maintenance and updating of software
3. Introduction course for two participants

3.1 Requirement specification

The software should be able to:

- Basin modeling in 1D
- Source rock maturation and calibration
- Hydrocarbon generation and expulsion volumes
- 3D Migration simulation: flow path modelling
- Simple 3D PVT modelling
- Kinetics 3D modeling

The NPD would like the supplier to provide a flexible offer in terms of how many licenses can be purchased or rented.

The offer must include an ongoing development and maintenance of the software. The NPD also requests that the supplier has helpdesk support with good access online, by e-mail and by telephone.

We want an established and fully developed product.

The software must be in current use on the Norwegian continental shelf.

The NPD reserves the right to reject offers that deviate substantially from our specification of requirements.

4 Competition rules

4.1 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.

4.2 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.

4.3 Reservations and non-conformity

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

4.4 Abidance

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

4.5 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.


4.6 Additional information


If the bidder 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.

4.7 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 authority and then click . The authority will then receive your message. If the question regards all bidders, the authority 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 5 working days prior to the deadline for the offer will not be answered.

5 Qualification requirements

5.1 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/en/Bedrift-og-organisasjon/Merverdiavgift/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 1.</p> |

5.2 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 | <ul style="list-style-type: none"> • Copy of company registration Certificate or similar. |

| | |
|--|--|
| the like as set out in the laws of the country of registration of the bidder. | |
|--|--|

6 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 | Weight | Documents required |
|---|--------|---|
| Price and price conditions | 45 % | The price must be given in a price matrix that shows total costs per year for 4 years. Costs related to basic training and user support shall be included in the matrix. The matrix shall also provide information on how different quantities of users affect the price. |
| Quality of offered software This means to what degree the equipment corresponds to the described specification in section 3. | 35 % | The bidder must present such a comprehensive and detailed description/documentation of the equipment that the NPD can primarily read from the offer to what degree our requirement specifications (see section 3) are covered, including documenting that the equipment is an established product with proven solutions by attaching a list of the most relevant users. If the NPD finds it necessary to evaluate the offers, all qualified suppliers will be invited in to a technical clarification meeting at the NPD offices shortly after the offer period has expired. Any such meetings are conducted at the supplier's own expense. It is to be emphasized that in the aftermath of such meetings, it is not permitted to amend the submitted offer, cf regulatory bargaining ban. Test licenses can be an alternative or supplement to such meetings. |
| Quality of user support | 20 % | Description of user support system regarding response time, availability and manning. |

7 Submission and disposition of tender

7.1 Submission of tender

All tenders shall be submitted electronically via the Merzell portal, www.merzell.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 Merzell after the tender deadline.)

If you are not a Merzell customer, or you have questions regarding how the application functions, e.g. how to submit a tender, please contact Merzell Support at tel +47 21 01 88 60, or by e-mail to support@merzell.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.

7.2 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 Merccell. |
| K01 - Tax certificate | Cf chapter 5.1 in the tender documents |
| K02 - VAT certificate | Cf chapter 5.1 in the tender documents |
| K03 - HES self-declaration | Cf chapter 5.1 in the tender documents |
| K04 - Company registration certificate | Cf chapter 5.2 in the tender documents |
| Documents required | Documents are to be enclosed under the tab Dokumenter/Documents when you submit the tender in Merccell. |
| DOK01 – Cover page | Signed by a responsible/liable representative 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 now allow negotiations. Name and contact information of the bidder. |
| DOK02 - Price matrix | Cf chapter 5.1 in the tender document |
| DOK03 - Description of software | Cf chapter 5.1 in the tender document |
| DOK04 - Description of use support | Cf chapter 5.1 in the tender document |

8 Appendix

- Appendix 1 - HES form
- Appendix 2 - Contract terms

8.1 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.