



NRK MA2739/14E

**Framework agreements for
CDN Services**

BASIS FOR QUALIFICATION

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Attachments

Attachment 1 – Self declaration on wages and working conditions

Attachment 2 – Liability Statement

1. Introduction

1.1 Procurement purpose

Norwegian Broadcasting Corporation Ltd., subsequently named NRK, invites you to participate in a restricted tender process and qualify for offering framework agreements for delivery of a Content Delivery Network (CDN) service and related services.

With this service NRK want to offer our audience a higher quality of experience for consuming multimedia distributed over the open Internet. Subsequently this service is named "CDN".

NRK seeks CDN partners to help us provide a distribution portfolio which will cover near all live and on-demand delivery of multimedia content to our main audience in Norway. We also want a setup for serving Norwegians abroad with streaming when rights are acquired. Multimedia will be distributed over the Internet infrastructure to a multi-platform end-user scenario primarily web-TV but also to a certain extent mobile phone services, gaming consoles and other connected devices. NRK will seek to utilize more than one supplier in a multi-CDN setup.

Services that will use the CDN are NRKs web-TV consisting of a large catalogue of popular TV programs on-demand and short clips. In addition NRKs streaming of live channels NRK1, NRK2, NRK3/SUPER and event generated live streams in addition NRKs radio services.

The solution need to be "future-proof" with the ability cost effective easily adoption to new platforms and devices, new user habits and new ways to present this type of content.

NRK is standardizing on the h.264 codec for multiplatform deliverance and supplier must support deliverance in this format in addition to upcoming h.265 and other marked leading formats. NRK experienced a peak Play out of approximately 130 gigabits per second, 150 000 simultaneous user connections. Minimum requirements for future suppliers are expected to surpass this.

The supplier must be able to deliver support, technical insight, streaming, storage, and related services . Specific details of requirements will be given in the Tender documents to those who qualify for participation.

NRK will only accept applications from suppliers that are qualified to; plan, install, test and deliver a complete solution, with all components and equipment.

1.2 General information about NRK

NRK is the public broadcasting corporation in Norway with main responsibility to produce and distribute radio or television programs for the entire Norwegian population. NRK also delivers a comprehensive portfolio of Internet, mobile and text-TV content. Presently NRK employs approximately 3,500.

NRK has a nationwide activity, including 12 regional offices and is the country's largest media company.

Today NRK broadcasts 3 televisions channels, (NRK1 in HD, and NRK2 and NRK3/NRK-super in standard def) – plus 11 + radio channels (FM, DAB and net channels) and 16 regional radio services.

It is estimated that NRK provides 250 hours from linear channels - TV long-form content and 1100 hours radio each week. Historic content from NRKs TV- and radio archives will add to this.

For more information about the activities please visit www.nrk.no.

1.3 NRK current internet structure

NRK's internet service, www.nrk.no is the number three site on Internet in Norway. Weekly up to 2,5 million unique users generate up to 65 million page hits and still growing.

NRK already offers the end-users both live and on-demand content in varying formats.

In January 2014, up to 1 million unique weekly users played about 5 million programs on our on-demand service. In total there are about 100 000 clips in storage and we are producing 150-400 new clips per day. NRK estimates that the total volume of streaming will surpass 100 peta bytes in 2014.

The streaming services is a very important part of the services NRK provides to the general public and is a part of NRKs main mission delivering radio, TV and internet services to the public (defined by national Broadcasting law and its detail regulations).

NRK recognizes the increasing demands from the public and needs – new, future-proof solutions that will be able to handle this.

1.4 Acquisition form and type of procedure

This public procurement is conducted in accordance with the Norwegian Act on public procurement of 16. June 1999 and the Regulations on Public Procurement No. 402 of 7.4.2006 as a: Restricted procedure, in accordance with FOA section I and III - over of the EU threshold values. Suppliers are expected to have the necessary knowledge of the public procurement regulations.

1.5 Announcement of the acquisition

The acquisition has been announced 5th of June 2014 at www.mercell.no (reference NRK-MA2739/14E) and at www.doffin.no as well as at TED (www.ted.publications.eu.int/official).

1.6 Time plan acquisition

The acquisition is scheduled to be completed after the tentative and overall milestone schedule as given in the table below.

Milestones	Date	Time
Notification of the procurement	06-06-2014	
Confirmation of submission a request for qualification	Preferably less than 10 days after reading	
Deadline for submitting questions concerning the document: "Basis of qualification"	27-06-2014	12 am
Deadline for submitting request for qualification (30 days)	15-07-2014	12 am

Milestones	Date	Time
Anticipated announcement of the result of the qualification to the qualified suppliers	01-09-2014	
Distribution of the invitation to tender to the chosen suppliers	01.09.2014	
Deadline for submitting questions concerning the tender document	26.09.2014	12 am
Deadline for submitting tenders	06.10.2014	12 am
Awarding of contract be announced	21.11.2014	
Signing of contract (after 10 days standstill)	29.12.2014	

1.7 Time plan project

Tentative timeline for new contract parties entering into service:

Activity	Time
Signing of contract	0
Delivery and integration of CDN service	+ 1 months
First switchover/ launch, with web as priority	+ 2 months

2. Qualification requirements

This chapter contains qualification requirements for the Vendor. They are regarded as minimum requirements that all must be met in order to participate in the competition.

2.1 Mandatory documentation requirements

Qualification requirements	Documentation requirements
The supplier should not have substantial tax remarks related to payment of taxes to the public.	<p>Company tax certificate.</p> <p>1. Documentation on the tax paid and the employers salaries from "kemnerkontor" (Norwegian form RF-1244 should be used). They must not be older than 6 months following the deadline for submission of application. If there are arrears, this must be explained.</p> <p>2. Certificate on the VAT paid from "skattefogdkontoret" (Norwegian form RF-1244 should be used). They must not be older than 6 months following the deadline for submission of application. If there are arrears, this must be explained.</p> <p>The requirement is only mandatory for Norwegian suppliers, but international suppliers are encouraged to submit similar documentation.</p>

Qualification requirements	Documentation requirements
The supplier shall confirm that the company meets the statutory requirements in Norway within health, safety and environment (HSE) for any work performed in Norway	HSE personal statement that the vendor meet, at least at the time of the Contract awarding, statutory requirements in Norway within the HSE. Norwegian form for HSE personal statement can be retrieved at: http://www.regjeringen.no/upload/kilde/fad/red/2006/0032/ddd/andre/280340-hms-egenerklaering.rtf Foreign Suppliers may at this stage use the enclosed document "Self declaration on wages and working conditions"

2.2 The supplier's organizational and legal position

Personal situation of economic operators, including requirements relating to enrolment on professional or trade registers

Qualification requirements	Documentation requirements
The supplier shall be a legally registered business	Certificate or equivalent documentation showing that the supplier is registered in a public register in their home country.
The supplier shall comply with statutory wages and working conditions	Personal statement about the wages and working conditions cfr. Attachment 1.

2.3 Economic and financial capacity

Qualification requirements	Documentation requirements
The supplier shall have sufficient economic and financial capacity to fulfil his contractual obligations.	Credit-/ solidity rating and prediction for bankruptcy from a recognized credit rating company shall be attached qualification application. The assessment must disclose (1) credit-/solidity rating and (2) degree of bankruptcy risk (prediction for bankruptcy). The assessment must not be older than one month from the deadline for application for qualification. NRK may, if the supplier asks for it and so states in the tender letter, undertake an assessment of the supplier's economic and financial situation through Experian. Please also enclose the two last year's annual reports and auditing notes.

2.4 Technical and competence capacity

Qualification requirements	Documentation requirements
<p>References The supplier shall have provided similar supplies to similar customers. NRK prefers vendors with combined competence from both broadcasting and new media.</p>	<p>Documentation for at least three relevant and comparable supplies last three years. The documentation must describe the delivery scope and the nature of service provided, value and duration as well as customers' names and contact information.</p>
<p>Capacity The supplier shall have the capacity to delivery and support CDN-services as described in section 1.1 above.</p>	<p>Description of the supplier's capacity for such deliveries, support organization, including number of employees, their expertise and description of any sub-suppliers' including number of similar customers. If the supplier relies on support from other enterprise's capacity to meet the contractual obligations, the "Liability Statement" from the relevant subcontractors shall be presented, cfr. Attachment 2.</p>
<p>Service and support The supplier shall have an established support and service organisation that shall ensure all requirements regarding warranties, service and support. English or Norwegian speaking</p>	<p>List site of support (country, city) Describe service and support organisation. Describe service and support language. Describe processes and routines for support and service Describe number of people in support organisation as a total. Describe number of people in support organisation specific to the System. Describe support solutions and service levels and availability for the System. Describe requirements customer has to meet related to offered support – on location and remote. The description above shall also include subcontractors</p>

3. Requirements for the application

3.1 Language

The qualifying application and tender for this competition and all written communication shall be written in English. Application and Tender documents only exist in English.

3.2 The structure and the content of the application

Suppliers are asked to note in particular that all descriptions must be as complete and as transparent as possible.

NRK requests that responses be kept as concise as possible in relation to what suppliers are asked to describe. Extensive use of references to brochures or other general information where we will have to search for has to look for the necessary information could be a disadvantage for the scoring of the supplier during the assessment. The responses to each section should be kept as brief as possible, but they should still describe the solutions in a way that makes it possible to assess to what extent they are suitable for NRK's needs.

The application should contain the following parts and documents:

Part	Description
1.	Signed application letter (scanned letter with signature), including <ol style="list-style-type: none"> a. Full name and address, and complete contact information for the vendor, including contact information for the person responsible for the application. b. Brief description of the vendor and any subcontractors/partners; history, markets, products and services, organization, etc. Similarly for any main subcontractors. c. Information of which parts of the delivery any subcontractors/partners are intended to be used d. The vendor's statement for their understanding of section 5.4.
2.	Certificates and attachments as described in chapter 2. <ol style="list-style-type: none"> a. Certificate on the tax paid (c.f. section 2.1) b. Certificate on the VAT paid (c.f. section 2.1) c. HSE personal statement that the vendor meets statutory requirements in Norway (c.f. section. 2.1) (Att 1) d. Certificate or equivalent documentation showing that the vendor is registered in an public register in their home country (c.f. section 2.2) e. Financial statement with the annual report and auditor's report (c.f. section 2.3) f. Credit-/ solidity rating and prediction for bankrupsy (c.f. section 2.3) g. Liability statement from the relevant subcontractors presented, if applicable (c.f. section 2.4)
3.	Documentation on fulfilment of the requirements to the vendor's technical and professional qualifications in the same outline as in Section 2.4 above. The vendor must particularly ensure that the documentation requirements are sufficiently illuminated for NRK's ability to evaluate the vendor's qualifications.

All electronic application documents must be labelled as follows:

<MA-number>_<name of document>_<short name>

Example: **MA2739_Cover letter_Company-A**

3.3 Complete application file

For avoidance of doubt and errors in the above mentioned files and to help NRK to see the correct application layout in the way it was supposed to be presented, we also want to receive one single pdf-file containing the complete set of documents in the right order.

3.4 Terms of delivery and number of documents

The application shall only be delivered electronic via the Mercell-portal no later than application deadline as stated in chapter 2.3 and must contain the following:

- One complete electronic version as described in chapter 3.2 (set of single documents)
- One "Complete application pdf-file" as described on chapter 3.3
- One censored version as described in chapter 5.4

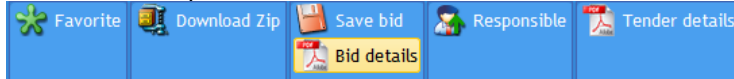
3.5 Delivery deadline and electronic signing

The application shall be signed and submitted electronically via the Mercell portal (www.mercell.no) no later than deadline for submitting applications as stated in chapter 1.6. No paper copies are needed.

Please note that the Mercell portal will close at delivery deadline.

The Norwegian public procurement regulation only accepts e-signatures issued in accordance with a national Requirement Specification by certification service providers registered with the Norwegian Post and Telecommunications Authority.

Providers that do not have such an e-signature may print out a PDF of “bid details”, sign the PDF and scan and upload it to “documents”.



Please contact us well before the deadline to let us open the Mercell portal for an electronic submission without the e-signature.

For further assistance, please contact Mercell support at:
support@mercell.com / +47 21 01 88 60 / +47 21 01 88 00.

3.6 Alternative applications

As stated in the public notice it is not permitted to submit alternative proposals. Alternative proposals will be rejected.

3.7 Amendments and recall

The application can be recalled or changed until the application deadline. Revocation shall be made in writing.

Changing the application is considered as a new application and shall be constructed in accordance with the requirements for the application that is stated above.

4. NRK's processing of the applications

Received applications will be processed in accordance with the provisions set out in section 4.1 – 4.3 below.

4.1 Opening

Opening of applications will be made in NRK's premises according to the date stated in section 1.6, with at least two representatives from NRK. Suppliers will not be allowed to be present at the opening.

4.2 Evaluation of the qualifications

If the application is properly submitted it will be evaluated whether the qualification requirements

are met. Applications that do not meet the qualification requirements will be rejected in accordance with the procurement regulations' provisions.

Similarly, public procurement regulations, § 20-12 will be used as a basis for assessment of the relationship of the supplier in general.

4.3 Selection of suppliers

Among the qualified suppliers, NRK will select 5 - 8 suppliers who will be invited to participate in the competition and thus get an invitation to tender. Selection will take place based on an overall assessment of the suppliers as to those that to the greatest extent meet the qualification requirements in section 2.2 – 2.4 above.

4.4 Number of contracts

NRK will after the completion of the tender process award framework three agreements.

The contracts will be given for a term of 2 years, with option for 1 + 1 year.

5. Other provisions

Below you will find a set of administrative rules for the qualification phase.

5.1 Communication regarding procurement

This procurement process is managed in the Mercell portal. The suppliers will gain access through the portal to download qualification and competition documents, as well as conduct other correspondence concerning the acquisition and provide an application for participation.

Any questions regarding the basis for qualification and other matters concerning the procurement process should only be addressed through www.mercell.no. Inquiries should be marked "Case number NRK MA2739/14E". The deadline for questions is stated in section 1.6.

Other inquiries cannot be expected to be answered. Attempts to acquire information or to influence NRK's employees involved in the procurement process will lead to rejection or that the competition is cancelled.

Incoming questions will be reviewed and answered in a general and anonymous manner, and will be continuously distributed via www.mercell.no, where e-mail notification will be submitted to the contact persons registered, not later than the date stated in section 1.6.

For further assistance, please contact Mercell support at:
support@mercell.com / +47 21 01 88 60 / +47 21 01 88 00.

5.2 Confirmation of intent to participate

Suppliers are asked to confirm the download of the basis for qualification, and inform whether they intend to apply for participation. This is communicated through the procurement portal www.mercell.no by using the "I want to submit an offer". Preferably less than 10 days after

reading.

5.3 Corrections, addendums or change of the basis for qualification

If a supplier understands that the basis for qualification may contain errors, ambiguities or that submitted files cannot be read as expected, it is the supplier's obligation to contact NRK to get the error corrected or to clarify the possible confusion.

NRK reserves the right to make necessary changes in the basis for qualification. If needed, the deadline could be extended proportionately.

5.4 Publication and confidentiality

With reference to the regulation on public procurements (Foa) § 3-5 has new Act on the right to access to public services (Act 2006-05-19 nr 16) entered into force with effect from 1.1.2009. In pursuance to this, the public can after the Contract award, require access to, among other things, filed qualification applications and submitted tenders prepared for publication.

In order to be able to fulfil its duty of confidentiality in accordance with FOA section 3-6, NRK will require the supplier to enclose a censored qualification application, which is a copy where any trade secrets or other matters that is competition sensitive, has been removed. The suppliers are asked to note that NRK has an independent responsibility to assess the extent of information that the supplier requests to be except publication.

If the supplier does not enclose a document specifically prepared for publication, NRK will consider the original qualification document ready for publication at its own discretion.

Paper-based qualification applications and tenders will not be returned, but filed or properly destroyed.

5.5 Cost of participation in the competition

Suppliers prepare and deliver an application for participation at their own expense and risk. NRK thus assumes no financial responsibility for the invested effort or other costs in connection with the preparation of an application for participation or the participation in the competition as such.

5.6 Cancellation of the competition and complete call off

NRK reserves the right to cancel the competition if there are objective reasons for this.