



**NRK MA-
2853/15E
SOUND
PROCESSORS
FOR RADIO**

TENDER PROVISIONS

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1. INTRODUCTION

Norwegian Broadcasting Corporation Ltd., subsequently named NRK, invites qualified contenders to participate in an open Tender procedure for the delivery of a replacement for our existing sound processors used in our distribution chain for NRK's radio stations. These processors are the last "link" in our distribution chain before the channels are distributed in the nationwide transmitter networks. The units must be able to handle both digital and analog distribution platforms simultaneously and independently (DAB, FM and WEB). These sound processors must be able to allow NRK to change the processing profile throughout the day, and it also requires that the profiles can be automatically changed by scheduling.

NRK will require equipment with very high robustness and warrant us to secure maximum uptime.

NRK invites you to bid for a contract of twenty units of these sound processors.

NRK will focus on functionality, user friendliness, time of delivery and price.

The provided solution needs to provide compliance with the enclosed specifications.

1.1. Current system

The current system is has now reached End Of Life in its form and needs to be replaced. The system consists of a total of 17 Omnia 6 sound processors placed on NRK's local offices as well as at the headquarter in Oslo.

1.2. High-level requirements

- The Overall Objective, a stand-alone processor for all radio platforms.
- The purpose of this project is to replace our old audio processors.
- The delivery shall be a box delivery. NRK's own team of engineers will take care of the system integration process.
- NRK is considering moving towards High Performance Audio over IP in the future. High performance Audio of IP should comply with AES67 standard for interoperability. If not equipped at delivery, a committed roadmap for future implementation is advisable as part of the proposal.

System Design

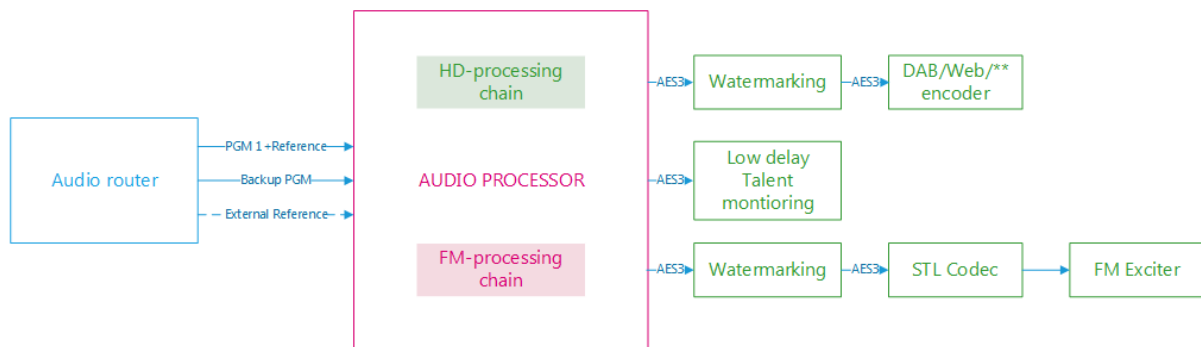


Figure 1. Principle Drawing

The audio processor shall be a part of the proposal. It shall replace a similar product already performing similar tasks.

1.3. General information about NRK

NRK is the main public broadcasting corporation in Norway with main responsibility to produce and distribute radio and 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 people.

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

Today NRK broadcasts 3 television channels, (NRK1, and NRK2 and NRK3/NRK-super in HD), 11 regional TV-channels + 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 NRK's TV- and radio archives will add to this.

For more information, please visit www.nrk.no.

1.4. Procurement procedure

This public procurement is conducted as an open procedure 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 (FOA) section I and III - above the EU threshold values.

Contenders are expected to possess the necessary knowledge of the general public rules and regulations applicable to the public sector purchases in Norway and the EU. Any omission or mistake in any way whatsoever with reference to this does not give the contender any right to an additional claim.

1.5. Contract notice

The procurement is publicly announced at www.mercell.no (reference NRK-MA2853/15E), www.doffin.no and at TED (www.ted.publications.eu.int/official).

1.6. Time Schedule

The procurement is scheduled to be completed in accordance with the tentative and high-level time schedule as given in the table below.

The acquisition has been scheduled to be completed after the tentative and overall milestone schedule as set out in the table below. Please note that time of day are CET (Central European Time)

Milestones	Date	Time
Notification of the procurement	08.01.2016	
Deadline for submitting questions concerning the tender documents	01.02.2016	12 am (CET)
Deadline for submitting a tender	08.02.2016	12 am (CET)
Anticipated announcement of the result of the contract award	19.02.2016	
The contract will be signed after the expiry of the standstill period following the contract award notification.	Ten days after contract award	
Placing of the order	01.03.2016	
Delivery of product at NRK premises , preferably no later than	01.04.2016	

2. QUALIFICATION REQUIREMENTS

This chapter contains qualification requirements. They are regarded as minimum requirements that all must be fulfilled and documented in order to participate in the competition.

2.1. Mandatory documentation requirements

Qualification requirement	Documentation requirements
K01 The Contender should not have substantial tax remarks related to payment of taxes to the public.	<p>Company tax certificate. Documentation on the tax on the employer's salaries and VAT paid from "kemnerkontor" (Norwegian form RF-1244 should be used). They must not be older than 6 months following the deadline for submission of application.</p> <p>Any arrears must be explained.</p> <p>The requirement is only mandatory for Norwegian Contenders, but international Contenders are encouraged to submit similar documentation.</p>

2.2. Organizational and legal position

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

Qualification requirement	Documentation requirements
K02 The Contender shall be a legally registered business	Certificate or equivalent documentation showing that the Contender is registered in a public register in their home country.

2.3. Economic and financial situation

Qualification requirements	Documentation requirements
K03 The Contender shall have sufficient economic and financial capacity to fulfil his contractual obligations.	<ul style="list-style-type: none"> - 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 two months from the deadline for application for qualification. - Annual report 2013 with belonging auditing notes. - Annual report 2014 (or later) with belonging auditing notes. <p>NRK may, unless the Contender has stated otherwise in the tender letter, undertake an assessment of the Contenders economic and financial situation through Experian if possible.</p>

2.4. Technical and professional capacity

Qualification requirement	Documentation requirements
<p>K04 Previous experience The Contender or the Contenders' subcontractor shall have provided similar supplies to comparable customers.</p>	<p>Documentation of the most important relevant deliveries.</p> <p>The documentation must provide for:</p> <ul style="list-style-type: none"> - customers' names and contact information - delivery scope and delivered solutions - value and duration of the delivery - statement of the delivery's relevance to this procurement. <p>It should be clearly stated who the reference is concerning – whether it is the applicant itself or from another enterprise's capacity on which he will rely.</p> <p>NRK reserves the right to make necessary investigations about the true relevance of the documented deliveries in order to get a complete picture of the Contenders capabilities.</p>
<p>K05 Capacity The Contender / manufacturer shall have the capacity to deliver and support the system.</p>	<p>Description of the Contenders capacity for such deliveries, support organization, their expertise and description of any sub-contractors' and number of similar customers.</p> <p>It must be identified to which organisational/legal entity the resources belong/are employed</p> <p>If the contender relies on other enterprise's capacity in order to fulfil the qualification requirements, the enclosed "Liability Statement" from the relevant subcontractor(s) or co-operating enterprises shall be filled out and submitted, signed by a duly authorised representative from the actual third party/-ies.</p>

3. TENDER DOCUMENTS

The Tender Basis for this open tender procedure will consist of Tender provisions and general procurement terms with appendices. The contract will be made in form of a binder consisting of NRK's standard procurement terms and conditions and contenders bid for this competition.

The Tender documents consist of the following:

- Tender provisions (this document)

Delivery:

- NRKs proposed contract binder including NRK's standard procurement terms and conditions
- Appendix 1 - Specifications and price ready for Contenders response
- Attachment 1 - IT-requirements_for_NRK_v2.7

4. ADMINISTRATIVE PROVISIONS

4.1. Contract notice

The procurement is publicly announced at www.mercell.no (reference NRK-MA2853/15E), www.doffin.no and at TED (www.ted.publications.eu.int/official).

4.2. Procurement procedure

This public procurement is conducted as an open procedure 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 (FOA) section I and III - above the EU threshold values.

Contenders are expected to possess the necessary knowledge of the general public rules and regulations applicable to the public sector purchases in Norway and the EU. Any omission or mistake in any way, whatsoever with reference to this, does not give the contender any right to an additional claim.

4.3. Communication regarding the procurement

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

Any questions regarding the qualification basis and other matters concerning the procurement process should only be addressed through the Mercell portal's communications module. Inquiries should be labelled "NRK MA2853/15E" in the subject field.

Other inquiries cannot be expected to be answered.

Incoming questions will be reviewed and answered in a general and anonymous manner, and will successively be distributed via the Mercell portal, where e-mail notification will be submitted to the contact person registered, not later than the date described in the timetable above.

For further assistance regarding use of the portal, please contact Mercell support at support@mercell.com / +47 21 01 88 60 / +47 21 01 88 00.

4.4. Confirmation of intent to participate

Contenders are asked to confirm the successful download of the Tender Basis, and inform NRK whether they intend to participate in the competition. This should be communicated through the Mercell portal by using the "I want to submit an offer" button.

4.5. Language

The tender and all written communication for this tender competition shall be written in English.

4.6. Guidelines for your response

NRK requests that responses be kept as concise as possible in relation to what contenders are asked to describe. Extensive use of references to brochures or other general information where NRK has to search for the necessary information should be avoided.

NRK requires the contender to respond to all the requirements listed. The responses to each requirement 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 the fulfilment is suitable for NRK's needs.

Specific instructions for this Tender response could be found in the start of Appendix 1.

Any deviation from requirements will be evaluated with regards to several aspects, amongst others; how substantial the deviation is, the consequences for NRK and the influence on the competitive situation between the Contenders. Furthermore, an overall assessment of discrepancies might force NRK to reject a tender in order to obtain the purpose of this contract and that the total solution is comparable amongst the contenders.

4.7. Confidentiality and freedom of information

All Contenders have a duty of confidentiality related to this tender. This obligation relates to any information about the Customer, the Customer's systems or other issues that they may become aware of, pursuant to the Norwegian Public Administration Act of 10 February 1967 § 13.

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 accordance with the Norwegian Freedom of Information Act § 23 (3), the public can request access to information in requests for qualification as well as proposals after the contract is awarded. NRK may exempt information considered as trade secrets and other matters of competitive significance, ref. the Norwegian Public Administration Act § 13.

Hence, NRK will require the Contender to enclose a copy of the contender's tender response where any trade secrets or other matters of competitive significance has been censored. The contenders should note that NRK has an independent responsibility to assess the extent of information that the Contender requests to be exempt from publication.

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

Qualification applications and tenders will not be returned, but filed or properly destroyed.

4.8. Cancellation of the competition and complete call off

NRK reserves the right to cancel the competition and/or reject all tenders in accordance with FOA § 22-1.

5. THE STRUCTURE AND THE CONTENT OF THE TENDER

5.1. Tender documents

The tender should contain the following parts and documents:

Part	Description
1.	Signed Cover letter (scanned letter with signature), including <ol style="list-style-type: none"> a) Full name and address, and complete contact information for the Contender, including contact information for the person responsible for the Bid. b) Information of which parts of the delivery any subcontractors/partners are intended to be used c) The contender's statement for their understanding of section 4.7 above. d) Confirmation of abidance period, c.f. section 5.5 below. e) Signed by an authorized person.
2.	Documentation on the Qualification requirements such as Certificates and attachments as described in chapter 2. <ol style="list-style-type: none"> a) Certificate on the taxes and VAT paid (c.f. section 2.1) b) Certificate or equivalent documentation showing that the Contender is registered in a public register in their home country (c.f. section 2.2) c) Financial statements with the annual report and auditor's report (c.f. section 2.3) d) Credit-/ solidity rating and prediction for bankruptcy (c.f. section 2.3) e) Liability statement from the relevant subcontractors presented, if applicable (c.f. section 2.4)
3.	Documentation on fulfilment of the requirements to the Contenders technical and professional capacity in the same outline as in Section 2.4 above.
4.	All tender documents in relation to your response to the requirements listed in Appendix 1 are to be submitted with the contenders' reply: <p>Appendix 1: Suppliers proposed solution and their specifications</p> <p>Signed copy of - IT-requirements_for_NRK_v2.7</p> <p>Appendix 3: Suppliers complete pricelist (if any)</p> <p>Appendix 4: Provisional Project and progress plan</p> <p>Appendix 5: Service level agreement with standardised price reductions (if offered)</p>

5.2. Submission of the tender

The tender shall be only be delivered electronically via the Merzell-portal no later than tender deadline as stated in section **Feil! Fant ikke referansekilden.** above. No paper copies are needed. Please note that the Merzell portal will close at delivery deadline.

All electronic tender documents must be labelled as follows:

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

Example: P1-MA2853/15E_Cover letter_Company

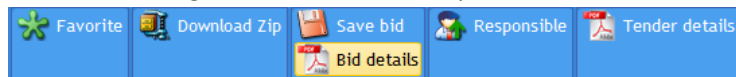
To reduce the risk of rejection due to errors in the above mentioned files, and to help NRK to see the tender layout the way it is intended from the contender's point of view, we **both** want to receive the above files:

- in its original formats (e.g. word, excel) individually and
- one (1) pdf-binder of the complete Tender consisting of all the documents and appendices and attachments related to the Bid in the correct order c.f. table above
- One censored version of the pdf-binder as described in chapter 4.7

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

IMPORTANT:

Since most foreign Contenders do not have such an e-signature you may instead print out a PDF of "bid details", sign the PDF, scan and upload it to "documents".



The Merzell portal will be set up for an electronic submission without requiring an e-signature.

For further assistance, please contact Merzell support at support@merzell.com / +47 21 01 88 60 / +47 21 01 88 00.

5.3. Alternative tenders

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

5.4. Amendment and withdrawal

Contenders tender documents may be withdrawn or amended in the Merzell portal up to the expiry of the deadline for submission.

Amended tenders are to be regarded as new tenders, which must be constructed in compliance with the tender requirements as specified above.

5.5. Abidance period

The period during which the bid is valid is set to be three months after Tender deadline or until the contract is signed, whichever occurs first. NRK reserves the right to ask for a prolongation of this period if necessary.

6. EVALUATION

This chapter contains an overview of how received bids will be evaluated.

6.1. Evaluation of the qualifications

Properly submitted Tenders will be evaluated as to whether the qualification requirements are met. Contenders that do not meet the qualification requirements will be rejected in accordance with the provisions set out in the procurement regulations.

Similarly, public procurement regulations, FOA § 20-12 will be applied for assessment of the contender in general.

6.2. Rejection of tenders

Questions related to possible rejection of a qualified Tender will be assessed in accordance with FOA §§ 20-12 through 20-14.

NRK particularly emphasizes the obligation to reject Tenders containing substantial reservations to the contract terms and major deviations from the specifications and other parts of the Tender Basis, cf. FOA § 20-13 (1).

6.3. Award Criteria

One contract will be awarded to the contender presenting the economically most advantageous offer based upon the evaluation of the received and qualified tenders.

The evaluation will be based on the award criteria as set out below.

Award Criteria	Weight
Technical Quality of the offered solution	50 - 60 %

Total Price	30 - 40 %
Warranty, Support and Maintenance	10 %

NRK will evaluate the extent and impact of possible reservations against the general contract terms, as well as other reservations and assumptions from the contender, including required changes in the customer's technical platform. These will be evaluated under the award criteria "Total Price" if the reservation is supposed to have an economic value or consequence, and equivalently under the other award criteria if they have implication for those.

Previous client references may be contacted by NRK in order to verify quality aspects of previous deliveries. Thus the result from such reference verifications may be used as supplementary inputs for the evaluation of Technical Quality, Support, Operation and Maintenance.

6.3.1. Technical Quality of the offered solution

The evaluation of this criterion will be based on the offer from the contender's response to Appendix 1 of NRKs requirement specification.

Below is a list of the chapters in the Customer Specification (Appendix 1) that are subject to evaluation under Technical Quality.

- 3 System Design
- 4 Technical Requirements
- 5 Physical Requirements

6.3.2. Total price

Evaluation of this criterion will be based on offered prices, price models and other prices described in contender's response to chapter 7 in Appendix 1.

6.3.3. Warranty, Support and Maintenance

Evaluation of this criterion will be based on the contender's answer to chapter 6 in Appendix 1 "General requirements".