



Kartverket

**Tender Notice**

for

Gravimetric survey of the Federation of Bosnia Herzegovina

Statens kartverk  
Projects in Western Balkan countries  
Case no. 18/28533  
SK project no. TIN Balkan Geoide  
NMFA project no. RER-17/0008

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## **1. CONTRACTING AUTHORITY**

The Norwegian Ministry of Foreign Affairs (NMFA), on behalf of the Norwegian government, is financing a regional project targeting improvements to land administration and mapping in the Western Balkan countries. The project is implemented by the Norwegian Mapping Authority – Kartverket. Kartverket is responsible for Norwegian national geographic information, map series and property information. Kartverket is a public sector agency under the Ministry of Local Government and Modernization. Kartverket has organized a separate unit, *International services*, for implementation of Norwegian funded development projects abroad. Further information about Statens kartverk can be found at [www.kartverket.no](http://www.kartverket.no).

Kartverket announces herewith the procurement of gravimetric measurements in the Federation of Bosnia Herzegovina.

Kartverket International Services, is hereinafter referred to as the “*Contracting Authority*”.

## **2. BACKGROUND**

Norwegian Ministry of Foreign Affairs has granted Kartverket a project for the establishment of a plan for improving the vertical component of the geodetic framework in the Balkan Region. The project started in April 2018 with a meeting in Oslo with representatives from all involved authorities of the Balkan Region. The authorities are now working on individual plans plus a joint effort in developing a new geoid for the region. This tender is a part of the plan and aims to specifically assist the Federation of Bosnia Herzegovina with gravimetric measurements.

## **3. STRUCTURE OF THE TENDER NOTICE**

The tender documents consist of the documents below. It is the bidder’s responsibility to provide correct information and ensure that all documents are readable.

- Tender notice (this document)
- Appendix 1 – Technical Specification
- Appendix 2 – Tender form
- Appendix 3 – Price offer form
- Appendix 4 – Project Reference form
- Appendix 5 – Draft Contract (for information only)

#### **4. OVERALL OBJECTIVES**

The overall objective of this tender is to contract a company to do the gravimetric survey of the Federation of Bosnia Herzegovina in accordance with the Technical Specification, appendix 1.

#### **5. WAY OF CONDUCTING WORK**

The work shall be carried out in close cooperation with FGU (Federal Administration for Geodetic and Real Property Affairs) and experts of Kartverket can provide advice.

#### **6. OPTIONS**

The tender consists of three different phases of work for the gravimetric survey, lot 1-3. Option 2 and 3 are to be released after successful acceptance of the first delivery. Lot 2 and 3 are also dependent on remaining allocated funding within the project. Kartverket is however free to decide on releasing of the option of lot 2 and 3, independent of successful delivery of lot 1 or sufficient funding remaining within the project.

The Contracting authority will accept tender offers for the following deliveries:

Lot 1: Positional descriptions of the HPL1 and HPL2 benchmarks and The HPL3 network gravimetric survey

Lot 2: The FBiH detailed gravimetric survey

Lot 3: Data processing

The bidder must submit tender offer for all three lots.

The evaluation of tender offers will be done separately for the first, second and third lot, therefore Technical offer and Price offer shall be submitted separately for each of the lots.

The detailed information on the subject of procurement, requirements and specifications is presented in the Technical Specification, Appendix 1.

#### **7. DELIVERIES**

Deliveries in accordance with Technical Specification, appendix 1.

## 8. DELIVERY TIME

This work is expected to be carried out during a period of 12 months. The work shall preferably be commenced immediately after the signing of the Agreement.

The total time input of the consultancy provider for the scope of work and the tasks specified above should be specified in the work plan attached the offer.

## 9. TENDER QUALIFICATION REQUIREMENTS

In order to qualify for the tender procedure, the consultancy provider (bidder) should fulfill the mandatory requirements specified in the table below:

### 9.1 Mandatory requirements

No	Requirements	Documentation requirements
1	The supplier must be a legally established enterprise.	<ul style="list-style-type: none"><li>• Proof that the company is registered in an industry register or register of legal entities as prescribed by the legislation in the country where the company is established.</li></ul>
2	The bidder must have capacity to execute the assignment.	<ul style="list-style-type: none"><li>• Statement from the bidder.</li><li>• Proof that the bidding company at its disposal (owns/rents or by other means) has gravimetric and GNSS measuring equipment for this Project</li><li>• Proof that the bidding company (employed/contracted or by other means) at its disposal for this Project has at least two geodetic engineers and at least one geophysics' engineer</li><li>• Proof that the bidding company at its disposal (owns/rents or by other means) has at least two vehicles</li></ul>
3	The consultant(s) must be able to work efficiently in English languages, both verbally and in writing. The consultant(s) with additional local language skills will be preferable.	<ul style="list-style-type: none"><li>• A statement in the CV(s) about the consultants' language skills</li></ul>

## 9.2 The professional qualifications of the bidder

Requirement	Required documentation
<ul style="list-style-type: none"> <li>The bidder shall have undertaken similar assignments of detailed gravimetric survey of territory of at least 20.000km<sup>2</sup>.</li> <li>The consultant(s) experts for this Project shall have at least 5 years of professional experience.</li> <li>A work plan to be presented with the technical description of activities appropriate for the assignment.</li> </ul>	<ul style="list-style-type: none"> <li>The bid must include a list of the most important relevant works of the proposed consultant(s) for the past 3 years, including information about recipients, scope of works, duration, and value of contracts, using the Project Reference Form. Certificates issued or confirmed by the relevant contracting authorities must be included. The bidder may present any other document and evidence that the company finds relevant to the tender</li> <li>CV(s)</li> <li>Work plan and technical description for the assignment</li> </ul>

## 10. SCHEDULE

Activity	End date
Tender published and Invitation to bidders	08.08.2018
Deadline for questions about the tender notice	20.08.2018 at 10:00
Deadline for submission of tender offers	10.09.2018 at 10:00
Tender offers opening	10.09.2018 at 10:30
Evaluation, choice of contractor and notification to the bidders	Week 38 (tentative dates)
Signing of contract	10 days after notification

Deadline of the period during which offers are binding	31.12.2018
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## **11. RULES FOR THE IMPLEMENTATION OF THE TENDER COMPETITION AND REQUIREMENTS FOR TENDERS**

This procurement is conducted in accordance with the Norwegian Act relating on public procurement of 17 June 2016 (LOA) and the Regulations on public procurement No. 974 of 12 August 2016 (FOA) section I.

The Contracting authority plans to award the contract without contact with the bidders except for any minor clarifications/corrections of the tender offers.

Negotiations can still be completed if, after receiving the tender offers, the Contracting authority considers it appropriate. In this case, the selection will be made following an assessment of the award criteria. It is emphasized that the bidders cannot expect a dialogue about their tender offers and therefore must deliver their best offer.

## **12. CRITERIA FOR SELECTION OF COMPANY/CONSULTANT**

The selection will be based on the following:

<b>Criteria</b>	<b>Weight</b>
Price	50 %
Consultant's Professional qualifications	50 %

Responses to each of the professional qualifications criteria will be given a score ranging from 1 to 10, and thereafter weighted as shown below:

<b>Requirement</b>	<b>Weight of score</b>
<ul style="list-style-type: none"> <li>The consultant(s) shall have proof of having undertaken similar assignments.</li> </ul>	30 %
<ul style="list-style-type: none"> <li>The consultant(s) shall have at least five years professional experience.</li> </ul>	30 %
<ul style="list-style-type: none"> <li>A work plan with technical description should be presented attached the bid appropriate for the assignment.</li> </ul>	40 %

### **12.1 Price**

The offered price must be stated in EUR including VAT. The price must be entered in the Price Offer Form. It is important that the bidder fills in all sections of the Price Offer Form in a clear and precise manner.

## **12.2 Information and grounds for contract award**

The Contracting authority will notify all bidders simultaneously in writing on the contract award decision and the reason for the decision.