



NORWEGIAN DEFENCE MATERIEL AGENCY

Tender Specifications

2022047043 - Work Stands for MH-60R Seahawk

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1 INTRODUCTION

1.1 Invitation

The Norwegian Defence Materiel Agency (NDMA) hereby invites to pre-qualification for the procurement of Work Stands for MH-60R Seahawk.

This document describes the rules and procedures for the procurement process.

1.2 The Contracting Authority

NDMA is the Contracting Authority and is responsible for carrying out the procurement procedure.

NDMA is an agency in the Norwegian Defence Sector, directly subordinate to the Norwegian Ministry of Defence (MoD). NDMA shall ensure that the Norwegian Armed Forces (Armed Forces) and other agencies in the defence sector shall have access to cost-efficient and safe materiel in accordance with adopted long-term plans. NDMA's main tasks are planning, procurement, management, and disposal of materiel for the Armed Forces and other MoD agencies.

More information is available at www.fma.no/en

1.3 The Users of the Contract

The agreement is entered into by the NDMA on behalf of the Royal Norwegian Air Force (RNoAF).

2 THE PROCUREMENT

2.1 Scope of the Procurement

The scope of this procurement includes the design, manufacturing and delivery of three versions/configurations of Work Stands for daily/light maintenance, periodic maintenance end depot/heavy maintenance, to enable the RNoAF to maintain its MH-60R Seahawk helicopters in a satisfactory manner at its own locations. The delivery includes on-site assembly, detailed/local form-fitting, associated documentation and training, spare parts and tools to maintain the stands

Please refer to part II – Annex A and E for further specifications.

2.2 Options

The procurement includes the options on delivery of supplemental Work Stands in a period of four years after the main delivery of each model/configuration.

2.3 Division into Lots

The contract is not divided into lots, and the Contracting Authority will award and sign the contract with only one tenderer.

Tenders for only parts of the procurement's scope will be rejected.

2.4 Duration/Time Limit for Completion

The contract will operate in accordance with the time limits for completion of the main delivery and any options exercised, cf. Part II – Annex C, and the consecutive five years' duty to supply spare parts, cf. Part II – Contract Provisions.

2.5 Value of the Procurement

The estimated total value of the contract for the entire duration of the contract, including all options, is 30 000 000 NOK excluding VAT.

2.6 Place of Delivery / Performance

Delivery FCA Manufacturer's facility or DDP Bardufoss Air Station, subject to determination by the NDMA. Unless otherwise agreed assembly and training to be performed on-site Bardufoss, Norway, accompanying the delivery of the first unit of each Work Stand model/configuration. The delivery also includes necessary post-delivery form-fitting.

3 GENERAL INSTRUCTIONS

3.1 Procurement Laws and Regulations

The procurement is carried out in accordance with the Act of 17 June 2016 No. 73 on public procurement ("anskaffelsesloven"), and the Regulations of 12 August 2016 No. 974 on public procurement ("anskaffelsesforskriften", FOA), part I and III.

The Contracting Authority will furthermore carry out the procurement in accordance with its internal instruction of 1. January 2026 Retningslinjer for anskaffelser i forsvarssektoren, (RAF) These internal instructions do not grant any rights to third parties, including potential and actual candidates and tenderers.

Candidates shall take due care of the provisions of the Norwegian Competition Act of 5 March No. 12 according to which cooperation between suppliers may be considered a violation.

3.2 The Procurement Procedure and Phases

3.2.1 Procurement Procedure

The procedure is carried out as a negotiated procedure, with the following two phases:

- The Pre-Qualification Phase
- The Tender Phase

3.2.2 The Pre-Qualification Phase

The procurement procedure begins with the pre-qualification phase, where all interested candidates may submit a request to participate. Candidates must fulfil the qualification requirements in accordance with section 4.

In the pre-qualification phase, the Contracting Authority will assess and verify the qualifications of the candidates and absence of grounds for exclusion. Only suitable candidates will be invited to tender.

3.2.3 The Tender Phase

The tender phase begins with an invitation to tender. Only invited candidates will be allowed to submit tenders.

After submission of tenders, the Contracting Authority will negotiate with tenderers in order to adapt the tenders to the requirements set out in the Procurement Documents. The purpose of the tender phase is to seek out the best tender in accordance with the award criteria.

The negotiations will be conducted as described in section 5.11.

3.3 The Tender Specifications

The Tender Specification consists of this document and appurtenant annexes and appendices. It is divided into two parts.

Part I contains the following documents relating to the procurement procedure:

Document	Name of the document
Main document	Tender Specification (this document)
Appendix 1	Request to participate (template)
Appendix 2	Declaration of Commitment from entities on which the candidate relies to fulfil qualification requirements (template)
Appendix 3	Form for groups of economic operators submitting a joint request to participate (template)
Appendix 4	Ethical guidelines for contact with business and industry in the defence sector
Appendix 5	Ethical statement for suppliers to the Royal Norwegian Ministry of Defence with underlying agencies
Appendix 6	Prudence, Non-disclosure and Conflict of Interest
Appendix 7	Self-declaration regarding compliance with ethical guidelines and Sanctions Laws (template)
Appendix 8	Letter of Tender (template)
Appendix 10	List of Deviations and Reservations (template)

Part II contains the contract and appurtenant annexes as follows.

Document	Name of the document
Main document	Contract and contract provisions
Annexes	Annexes as described in 'List of annexes' of the contract

3.4 Procurement Schedule

The Contracting Authority plans to carry out the procurement procedure in accordance with the following time schedule:

MILESTONE/ACTIVITY	Date
Dispatch of Contract Notice to Doffin/TED	20.05.2026
Deadline for submission of questions in the pre-qualification phase	10.06.2026
Deadline for submission of requests to participate	19.06.2026 at 12.00 CEST
Notification of pre-qualification result and Invitation to tender	25.06.2026
Deadline for application for preliminary injunction	10.07.2026
Deadline for submission of questions in the tender phase	10.07.2026
Deadline for submission of tenders	20.07.2026 at 12.00 CEST
Evaluation and Negotiations	Weeks 30-34
Notification of contract award	28.08.2026

MILESTONE/ACTIVITY	Date
Standstill period	07.09.2026
Contract signing	08.09.2026
Tender validity date	30.09.2026

All dates, except for the deadline for submission of the request to participate, are tentative and might be subject to changes at the Contracting Authority's discretion. The Contracting Authority will inform tenderers of any changes to the procurement schedule through Mercell.

3.5 Communication

The Mercell procurement portal will be used as the electronic tool for the execution of the procurement procedure.

All communication and information exchange in this procurement procedure shall be conducted electronically through Mercell. This means, e.g., that registration for the procedure and the submission of the request to participate and tenders is done through Mercell.

There shall be no contact/communication with any other representative of the Contracting Authority or other agencies in the defence sector about this procurement procedure.

3.6 Questions and Changes to the Procurement Documents

Procurement Documents include the Contract Notice, the Tender Specifications and any other document produced or referred to by the Contracting Authority to describe or determine elements of the procurement or the procedure.

The candidates and tenderers is encouraged to review the Procurement Documents carefully and notify the Contracting Authority without undue delay if possible errors, ambiguities, or inconsistencies are found. Errors, ambiguities, or inconsistencies that a diligent candidate or tenderer should have discovered when reviewing the Procurement Documents before submission of the request to participate or the tender, cannot later be invoked as a basis for claims against the Contracting Authority.

The candidates and tenderers have the opportunity to ask questions and request further information concerning the Procurement Documents. Such questions and requests shall be submitted in writing through Mercell within the deadlines specified in Section 3.4.

The questions and answers, in an anonymized form, will be made available to all candidates and tenderers in Mercell. The Contracting Authority will, if relevant, provide answers in the form of updated and or/supplementary documents, enhanced descriptions and clarifications.

The Contracting Authority also reserves the right to make other corrections, additions, and changes to the Procurement Documents. All changes etc. will be made available in Mercell.

Updated versions of the Procurement Documents will be made available in Mercell, and candidates and tenderers shall at all times adhere to the latest available version.

To receive notifications of changes etc. in the Procurement Documents, the candidates must register their intent to participate in the procurement portal.

3.7 Language

All communication in this procurement procedure, including submission of requests to participate, tenders and required documentation, shall be submitted in Norwegian or English unless otherwise specified. Official documents, e.g. certificates of registration and tax

certificates, can be accepted in other languages when the original document is provided together with a translation from an authorized translator.

Negotiations will be conducted in Norwegian or English and the contract will be in English or Norwegian. After the signing of the contract, the working language of the project will be Norwegian or English.

3.8 Cost of Participation etc

Costs incurred by candidates and tenderers in connection with the preparation, submission or follow-up of the request for participation and tenders, as well as with the procurement procedure in other respects, are the complete responsibility of the candidate or tenderer and will not be reimbursed.

The Contracting Authority is not committed to contract with any candidate or tenderer and the participation in the procurement procedure will not impose any economic obligations on the Contracting Authority towards the candidates or tenderers.

3.9 Duty of Confidentiality and Public Access to Information

3.9.1 Duty of Confidentiality

The candidate/tenderer and his representatives shall protect confidential information made available to them in connection with the procurement.

3.9.2 Public Access to Information

For the general public's access to documents relating to a public procurement, the Freedom of Information Act of 19 May 2006 No. 16 and the non-disclosure regulation in the Public Administration Act of 10 February 1967 apply.

Pursuant to the Norwegian Freedom of Information Act section 23, paragraph 3, tenders, including request for participation, and procurement protocols are considered public documents after the contract award. Information considered trade secrets is, however, exempt from public access pursuant to the Freedom of Information Act section 13, cf. the Norwegian Public Administration Act section 13 and FOA section 7-3.

Thus, the candidate shall without undue delay upon request from the Contracting Authority, submit a redacted version of the request to participate and/or the tender where contents considered trade secrets are redacted. The redacted version(s) shall be accompanied by a list of redacted contents and a short account as to why the contents is considered trade secrets. The Contracting Authority is nevertheless obliged to conduct an independent assessment of the information requested exempt from public access only by statutory authority.

3.9.3 Collaboration in the Defense Sector

The submission of a request for participation or a tender grant the Contracting Authority the right to share any submitted information with other competent authorities in the defence sector to the extent needed to carry out the procurement.

The Contracting Authority may also share any submitted information with other competent authorities in the defence sector in connection with audits, controls and/or checks. The defence sector may also collaborate with competent official bodies in the State in which the tenderer is established, subject to that body's agreement with the competent Norwegian authority.

4 INSTRUCTIONS TO CANDIDATES

4.1 About Qualification Requirements

The qualification requirements are the minimum requirements relating to the candidates' ability to perform the contract. The purpose of the qualification requirements is to ensure that candidates have the necessary organisation, financial standing and technical and professional abilities.

The Contracting Authority will make its assessment of candidates' suitability based on the information provided by candidates in their requests to participate. Candidates are responsible for ensuring that all requested documentation is submitted and that all questions and requirements are answered. The Contracting Authority may, but is not under an obligation to, invite candidates to submit, supplement, clarify or complete the relevant information or documentation in accordance with FOA section 23-5.

Candidates who do not comply with all qualification requirements will be rejected.

The Contracting Authority will limit the number of otherwise qualified candidates to be invited to tender by applying the selection criteria in section 4.5.

4.2 European Single Procurement Document (ESPD)

The candidate shall, in addition to the requested documentation specified in the tables in section 4.4, submit the European Single Procurement Document (ESPD), declaring the fulfilment of qualification requirements and the selection criteria, and absence of exclusion grounds.

The candidate can provide a global indication for the fulfilment of all qualification requirements stated in the Procurement Documents. This is done in Part IV, Section α of the ESPD.

The grounds for exclusion in FOA go beyond those in the EU Public Procurement Directive (2014/24/EU) and the ESPD-standard form. Consequently, it is specified that all grounds for exclusion in FOA section 24-2, including the purely national grounds for exclusion, apply in this procedure, cf. ESPD Part III (Exclusion grounds), Section D (Purely national exclusion grounds).

The following grounds for exclusion in FOA section 24-2 are purely national grounds for exclusion:

- Section 24-2 (2): This provision establishes that the Contracting Authority shall exclude a supplier if it has become aware that the supplier has been found guilty of or been served and accepted a penalty notice for the stated criminal offences. The requirement obliging the Contracting Authority to exclude suppliers who have been served and accepted a penalty notice for the stated criminal offences is a Norwegian requirement.
- Section 24-2 (3) letter i: The grounds for exclusion in the ESPD only apply to serious defects in professional conduct, while the Norwegian grounds for exclusion include other serious defects that could cast doubt on the supplier's professional integrity.

4.3 Reliance on the Capacities of Other Entities

A candidate may rely on the capacities of other entities (supporting entities) to fulfil the qualification requirements, including Requirements Concerning the Candidate's Economic and Financial Capacity in section 4.4.2 and/or [Requirements Concerning the Candidate's Technical and Professional Ability](#) in section 4.4.3.

If a candidate wishes to rely on the capacity of other entities to fulfil the qualification requirements, the candidate shall document that it will have at its disposal the resources

necessary for the execution of the contract, by submitting *Appendix 2 – Declaration of commitment from entities on which the Tenderer relies to fulfil qualification requirements*.

The candidate must provide documentation from the supporting entities, confirming that they fulfil the relevant requirements in section 4.4.2 and/or 4.4.3.

Supporting entities shall be legally established entities, and such entities must fulfil the requirements in section 4.4.1 and submit the documentation requested under these requirements. They shall also submit an ESPD (cf. section 4.2) and Appendix 7 - Self-declaration regarding compliance with ethical guidelines and Sanctions Laws (cf. sections 3.14 and 4.8), as well as a tax certificate (cf. section 4.7).

Where a candidate relies on the capacities of supporting entities with regard to the requirements in section 4.4.2, the candidate and those entities shall be jointly liable for the execution of the contract.

Where a candidate relies on the capacities of supporting entities with regard to the requirements in section 4.4.3 relating to the educational and professional qualifications or relevant professional experience, the entities shall perform the service for which these capacities are required, cf. FOA § 16-10 (5).

The candidates may not rely on the capacity of other entities to fulfil the requirements relating to organizational and legal position (section 4.4.1) and management systems (section 4.4.4). However, if the candidate relies on the capacities of supporting entities with regard to the requirements in section 4.4.3, these entities shall also document fulfilment of the requirements relating to management systems in section 4.4.4 for the services they shall perform in accordance with FOA § 16-10 (5). For other services not to be performed by such entities in accordance with FOA § 16-10 (5), the requirements relating to management systems shall be fulfilled by the candidate itself.

4.4 Qualification Requirements

4.4.1 Requirements Concerning the Candidate's Organisational and Legal Position

No.	Qualification requirement	Documentation requirements
QR1	The candidate shall be a legally established company, registered in a professional, trade or business register in its state of origin or establishment.	Current certificate of registration. <u>For Norwegian candidates:</u> - Certificate of Registration (firmaattest) <u>For foreign candidates:</u> - Certificate of Registration/Incorporation

4.4.2 Requirements Concerning the Candidate's Economic and Financial Capacity

No.	Qualification requirement	Documentation requirement
QR2	The candidate shall have the necessary economic and financial capacity to perform the contract. The Contracting Authority will inter alia assess the	The requirement shall be fulfilled by submission of the following documentation: - Financial statement, including notes with the board of directors' report and auditor's report, from the last <i>three</i> fiscal years. - If the accounts from the previous year is not available at the deadline for submission of the requests to participate, the provisional annual

No.	Qualification requirement	Documentation requirement
	equity, profitability and liquidity ratio.	<p>accounts and balance sheets for the previous year may be enclosed.</p> <ul style="list-style-type: none"> - Any (other) recent information of relevance for the candidate's economic and financial capacity. - Solvency assessment issued by a business with a license to operate a credit information bureau, not older than three months prior to the closing date for submission. The assessment shall be based on the most recent annual financial statement and provide information on credit worthiness and probability of bankruptcy. <p>If, for any valid reason, the candidate is unable to provide the requested documentation, for instance if the candidate is a newly established entity, it may prove its economic and financial standing by any other document which the Contracting Authority considers appropriate.</p>

4.4.3 Requirements Concerning the Candidate's Technical and Professional Ability

No.	Qualification requirement	Documentation requirement
QR3	The candidate shall have experience from contracts of similar scope and complexity, cf. section 2.1.	<p>A list of the most important and relevant references for supply contracts provided in the past three years. Older references may be taken into consideration if deemed necessary to ensure sufficient competition.</p> <p>The list shall for each reference include:</p> <ul style="list-style-type: none"> - Recipient name - Brief description of the contract/delivery, including relevance for this acquisition - The value of the contract - Delivery dates - Contact person (name, telephone and e-mail)
QR4	The candidate shall have sufficient technical and professional ability, expertise and capacity to perform the contract.	<p>The requirement shall be fulfilled by submission of the following documentation:</p> <ul style="list-style-type: none"> - An overview of <i>technical bodies</i> involved including the total manpower capacity relevant for the performance of the contract, whether or not they belong directly to the candidate's undertaking, especially those responsible for quality control. - An indication of the parts/proportion of the contract which the candidate intends to subcontract. - A description of the <i>educational and professional qualifications</i> of the personnel available to the candidate relevant for the performance of the contract - A description of the <i>technical facilities</i>, including tools, plant and technical equipment available to the candidate for the performance of the contract.

4.4.4 Requirements Concerning Management Systems

No.	Qualification requirement	Documentation requirements
QR5	The candidate shall have established, implemented, and maintained a satisfactory quality management system.	<p>If the quality management system is certified to ISO 9001:2015 or an equivalent standard, a copy of a valid certificate drawn up by an accreditation body attesting that candidate's quality management system complies with such a standard shall be submitted.</p> <p>If the candidate does not have an accredited third-party certification, the candidate shall submit a description of its quality management system.</p> <p>The scope of the certificate must be clearly described and shall include all areas and activities that will be involved in deliveries under this contract.</p> <p>If the candidate is a group of economic operators (joint ventures, consortia, etc.), the documentation mentioned above shall be delivered by every single participant in the group. The candidate shall describe the contribution for each single participant during the contract period, and how the candidate will ascertain the implementation of the quality management system for the group.</p>
QR6	The candidate shall have established, implemented, and maintained a satisfactory environmental management system.	<p>If the environmental management system is certified to ISO 14001, EMAS, Miljøfyrtårn or another equivalent standard, a copy of a valid certificate drawn up by an accreditation body attesting that candidate's environmental management system complies with such a standard shall be submitted.</p> <p>If the candidate does not have an accredited third-party certification, the candidate shall submit a description of its quality management system.</p> <p>The scope of the certificate/the described system shall include all areas and activities that will be involved in the deliveries under this contract.</p> <p>If the candidate is a group of economic operators (joint ventures, consortia, etc.), the documentation mentioned above shall be delivered by every single participant in the group. The candidate shall describe the contribution for each single participant during the contract period, and how the candidate will ascertain the implementation of the quality management system for the group.</p>

4.5 Selection Criteria

The Contracting Authority will limit the number of otherwise qualified candidates to a minimum of three candidates, who will be invited to tender, provided that a sufficient number of candidates fulfil the qualification requirements.

Candidates invited to tender will be selected based on the following criteria, where S1 will be emphasised significantly over S2:

Nr.	Selection criteria	Documentation requirements
S1	Most relevant experience from similar deliveries for maintenance of aircraft; preferably helicopters, or other deliveries where customisation, detailed form-fitting, modularity and manoeuvrability, have been important features.	Documentation submitted in relation to Q3.
S2	Discretionary evaluation of the submitted documentation of non-certified management systems. Third-party certified quality and environmental management systems will be premiered.	Documentation submitted in relation to Q5 and Q6.

4.6 Exclusion of Candidates

The grounds for exclusion in FOA section 24-2 apply. The candidate shall familiarize itself with these provisions.

The candidate shall in the ESPD confirm that it is not in any of the situations referred to in FOA section 24-2, cf. section 4.2.

As regards the exclusion ground in FOA section 24-2 relating to the payment of social security contributions, taxes and VAT, the candidate shall in the request to participate also submit a tax certificate, no older than 6 months from the date of submission of the request to participate, cf. also FOA section 7-2.

- For Norwegian candidates this means that a Certificate of tax and VAT, Form RF 1316 from Skatteetaten (skatteattest) shall be submitted.
- For foreign candidates, a certificate issued by the competent authority in the state concerned shall be submitted. If the state concerned does not issue such certificates, it may be replaced by a self-declaration which confirms that all taxes and duties are paid. The declaration must be approved and signed by the candidate's CFO/Financial Manager.

4.7 Ethical Guidelines

NDMA and all employees in the defence sector shall act in accordance with good business practice and pursue the highest ethical standards throughout all stages of the procurement procedure. Likewise, the Contracting Authority expects that all candidates, tenderers and suppliers adhere to good business practice and pursue the highest ethical standards. Reference is made to *Appendix 4 Ethical guidelines for contact with business and industry in the defence sector* and *Appendix 6 Prudence, Non-disclosure and Conflict of Interest*

The candidate shall, in *Appendix 7 – Self-declaration regarding compliance with ethical guidelines and Sanctions Laws*, confirm that it accepts and complies with the ethical guidelines in *Appendix 4 Ethical guidelines for contact with business and industry in the defence sector*, *Appendix 5 Ethical statement for suppliers to the Royal Norwegian Ministry of Defence with underlying agencies* and *Appendix 6 Prudence, Non-disclosure and Conflict of Interest*.

Should the candidate be in one of the situations referred to in Appendix 5, section 3, this shall be clearly stated in the ESPD, cf. section 4.2.

4.8 Compliance with Sanctions Laws

Pursuant to the Regulations of 15 August 2014 No. 107 on restrictive measures regarding actions that undermine or threaten the territorial integrity, sovereignty, independence and

stability of Ukraine (the Ukraine Sanctions Regulations) section 8n, it is prohibited to award public contracts covered by FOA part III to:

- a Russian national, or a natural person or legal person, entity or body established in Russia;
- a legal person, entity or body whose proprietary rights are directly or indirectly owned for more than 50% by natural or legal persons, entities or bodies referred to in point a above; or
- a natural or legal person, entity or body acting on behalf of or at the direction of a natural or legal person, entity or body referred to in point a or b above,

including, where they account for more than 10 % of the contract value, subcontractors, suppliers or entities whose capacities are being relied on within the meaning of FOA. Pursuant to the Ukraine Sanctions Regulations, such candidates will be rejected from this procurement procedure.

Furthermore, Contracting Authority expects that the candidate is not in violation of any other Sanctions Laws, and that neither the candidate nor any of its directors or leading employees engaged or to be engaged, are:

- listed on any list of entities, persons or bodies subject to sanctions under any Sanctions Laws; nor
- owned, controlled by, or act on behalf of any person, body or entity listed on any list of entities, persons and bodies subject to sanctions under any Sanctions Laws.

Sanctions Laws means any law, resolutions and/or regulations, trade embargoes, restrictive measures and/or decisions implemented, adopted, imposed and/or enforced by any competent authority, including, but not limited to, the Norwegian state, the United Nations, the European Union and the United States of America directed at prohibiting or restricting dealings with certain countries, territories, governments or specifically designated persons or entities.

The Contracting Authority will consider, at its own discretion, rejecting a candidate if the candidate is in violation of the above, cf. FOA section 24-2 (3) letter i.

The candidate shall in the request for participation, in Appendix 7 – Self-declaration regarding compliance with ethical guidelines and Sanctions Laws, confirm that it is not in a situation as referred to in section 8n of the Ukraine Sanctions Regulations and that it is otherwise not in violation of the above. If the candidate is in violation of the above, the candidate shall describe the violation as well as give an account of appropriate self-cleaning measures that have been or will be implemented.

The supplier shall warrant and represent the same in the contract, cf. Part II – Contract Provisions, clause 20.2

If the candidate is a group of economic operators (e.g., a Joint Venture), the required information shall be provided for each individual group member.

If the candidate, or a group member in case the candidate is a group of economic operators, is part of a group and/or another company or other companies have control of the candidate or such group member, the Contracting Authority requests the required information also from the ultimate parent company of the group/the ultimate controlling company.

4.9 Submission of Requests to Participate

Requests to participate shall be electronically submitted through Mercell before the deadline set out in section 3.4.

Files shall preferably be submitted in searchable PDF format, alternatively Microsoft Office or ODF. Files shall be named so that the file name refers to the file's content and the structure of the answers. The candidate shall create one file per requirement, see table below.

The request to participate shall contain the following documents and shall be structured as follows:

No.	Document name	Reference
1	Completed letter of request to participate	Appendix 1 (template)
2	If relevant, declaration of commitment if the candidate relies on other companies to meet requirements for economic and financial capacity and/or technical and professional qualifications	Appendix 2 (template), cf. section 4.3
3	If relevant, completed form for groups of economic operators submitting a joint request to participate.	Appendix 3 (template)
4	Completed ESPD-form(s) in Mercell	Cf. section 4.2
5	Certificate of registration ("firmaattest")	Cf. section 4.4.1, QR1
6	Documentation on economic and financial capacity	Cf. section 4.4.2, QR2
7	Documentation on technical and professional ability - experience	Cf. section 4.4.3, QR3
8	Documentation on technical and professional ability – expertise and capacity	Cf. section 4.4.3, QR4
9	Documentation on quality management systems	Cf. section 4.4.4, QR5
10	Documentation on environmental management systems	Cf. section 4.4.4, QR6
11	Tax certificate	Cf. section 4.6
12	Self-declaration regarding compliance with ethical guidelines and Sanctions Laws	Appendix 7 (template), cf. sections 4.7 and 4.8

4.10 Deadline for Request for Preliminary Injunction

Any request for a preliminary injunction against the Contracting Authority's decision to reject a request to participate or not select a candidate shall be submitted to the court within 15 days after such a notice is sent, cf. FOA section 20-7.

5 INSTRUCTIONS TO TENDERERS

5.1 Submission of Tender

The tender shall be electronically submitted through Mercell before the deadline set out in section 3.4.

Files shall preferably be submitted in searchable PDF format, alternatively Microsoft Office or ODF. Files shall be named so that the file name refers to the file's content and the structure of the answers.

The tender shall contain the following documents, *completed by the contender*, and shall be structured as follows:

No.	Document name	Reference
1	Letter of Tender	Appendix 8
2	List of Deviations and Reservations <i>May be omitted if no Deviations/Reservations</i>	Appendix 10
3	Pricing and Payment Conditions	Annex B
4	Price Sheet <i>Please note that both tabs (FCA <u>and</u> DDP) must be completed.</i>	Annex B1
5	Requirements Specifications	Annex E
6	Supplementary documentation including complete set of dimensioned drawings for documentation of the offered solution and fulfilment of requirements/preferences	Annex E – Appendix [3-N]
7	Statement of Work	Annex F
8	Subcontractors <i>To be omitted if not applicable.</i>	Annex J

5.2 Letter of Tender

The Tender shall contain a signed letter of tender. For this purpose, *Appendix 8 Letter of tender* shall be used. The letter of tender shall be signed by a person authorised to act on behalf of the tenderer.

5.3 Deviations and Reservations

Deviations from and reservations against the requirements in the Procurement Documents might result in the tender being rejected, cf. FOA section 24-8.

In order to avoid deviations and reservations in the tenders, the Contracting Authority encourages tenderers to submit questions during the procurement procedures, cf. section 3.6.

If the tenderer, nevertheless, chooses to make deviations and reservations, all such deviations and reservations shall be stated in *Appendix 10 List of Deviations and Reservations*. The deviations and reservations shall be clear and unambiguous and enable the Contracting Authority to evaluate the tender and set a price on the deviations/reservations, without requesting additional information from the tenderer.

The deviations and reservations shall refer to the relevant appendices/annexes and sections of the contract etc. The tenderer shall clearly state the consequences that the deviations and reservations will have for the performance, price and/or other factors in the tender.

The tenderer may not invoke any reservations or deviations that are not listed in *Appendix 10 List of Deviations and Reservations*. Notwithstanding the previous, the Contracting Authority is entitled to take into account any reservations or deviations which are not listed in *Appendix 10 List of Deviations and Reservations*, but which are discovered elsewhere in the tender during the evaluation.

5.4 Period of Tender Validity

Each submitted tender shall be valid until 30.09.2026, or until contract signature if this occurs on an earlier date.

The tenderer shall confirm the validity of tender in the Letter of Tender, cf. *Appendix 8 Letter of tender*.

5.5 Admission or Prohibition of Variants

The Contracting Authority does not authorize variants.

5.6 Parallel Tenders

Parallel tenders will not be accepted. The supplier is thus only allowed to submit one tender.

5.7 Opening of the Tenders

There will be no public opening of the tenders.

5.8 Exclusion of Tenders

The grounds for exclusion in FOA chapter 24 apply. The tenderer shall familiarize itself with these provisions.

5.9 Award Criteria

The contract will be awarded on the basis of the tender with the best price-quality ratio according to award criteria representing the most economically advantageous tender.

Tenderers are encouraged to study the award criteria carefully in order to offer competitive and attractive tenders.

Award criteria	Documentation	Weight
Quality Overall evaluation of quality and suitability for intended use	Annex E, chapter 3 completed by the tenderer with supporting documentation and illustrations. Emphasis will be made on the extent to which the guiding principles as set out in Annex E section 2.6 are supported.	40 %
Price Total Evaluation Price	Annex B1 Price Sheet completed by the tenderer	30 %
Climate and Environmental Considerations	Annex E, chapter 4 completed by the tenderer with supporting documentation where applicable.	30 %

5.10 Evaluation of Tenders

The award criteria Quality and Climate and Environmental Considerations will be subject to discretionary evaluation based on the submitted documentation. The tenderer shall to the best of its efforts document the tendered solution in a clear, relevant and credible manner in accordance with the specified needs, preferences and requirements as set out in Annex E. Missing documentation and descriptions of the tendered solution or a low degree of details may cause low credibility and hence low score in the evaluation.

The evaluation of the award criterion Price will be based on an average of Total Evaluation Price for delivery FCA respectively DDP, converted to NOK based on the exchange rate published by Norges Bank (<https://www.norges-bank.no/tema/statistikk/Valutakurser/>) the day before Deadline for submission of tenders.

The extent and consequences of any reservations against the Contract Provisions will be subject to evaluation. Similarly, for any other reservations, deviations, prerequisites and assumptions

related to the Procurement Documents and the delivery. These will be evaluated under the award criterion Price if they may have an economic value or consequence, and equivalently under relevant Quality subjects if they may have quality implications.

It is not possible to make significant reservations to the Contract Provisions or to the Procurement Documents. The NDMA may have a duty or right to reject tenders that contain reservations, errors, ambiguities, incompleteness or the like that are significant or cast doubt on how the tender may be assessed in relation to other tenders, and thus cannot be considered insignificant.

Any deviation from the requirements specification will be evaluated with respect to their significance, the importance of the matter they deviate from and the influence on the competitive situation between the Contenders. Furthermore, an overall assessment of discrepancies might result in a duty to reject to ensure that the NDMA has covered its needs and tenderers compete based on comparable tenders.

5.11 Negotiations

The Contracting Authority plans to conduct one round of negotiations, but it reserves the right to conduct any number of rounds which it deems necessary. The Contracting Authority also reserves the right to award the contract on the basis of the initial tenders without negotiation.

The Contracting Authority reserves the right, after each round of revised tenders, to reduce the number of tenders to be negotiated. The Contracting Authority may also conduct an initial reduction of tenders to be negotiated before the commencement of the negotiations. Any reduction will be based on the award criteria. The Contracting Authority may in any event invite tenderers to give a presentation of or clarify or supplement their tender before such an initial reduction of tenders.

The Contracting Authority may negotiate any part of the tender. Commencement of negotiations shall not be considered as a rejection of the original tender, and the Contracting Authority reserves the right to revert to the original tender or any subsequent submitted tender if negotiations are unsuccessful.

All evaluations and rankings of tenders during the entire process will be based on the award criteria.

Negotiation meetings will take place in the greater Oslo area or electronically, in Microsoft Teams. Candidates will receive an invitation to the negotiations with an agenda for the meeting and further information about the practicalities.

5.12 Visitor Permits and Security Clearances

The tenderer is responsible for obtaining the necessary visitor permits and security clearances for its participation in any meetings and negotiations in military areas.

Foreign citizens must submit a request for visit through their respective embassies in accordance with the procedures as described here: www.forsvaret.no/en/contact/request-for-visit.

6 CONCLUSION OF THE PROCUREMENT PROCEDURE

6.1 Notification of Award and Standstill Period

The Contracting Authority will, through Merccell, notify all tenderers of the award of the contract.

The notification will contain the name of the successful tenderer as well as a summary of relevant reasons for the selection of the most economically advantageous tender in accordance with the award criteria as well as the duration of the standstill period.

6.2 Termination of the Procurement Procedure

The Contracting Authority can terminate the procurement procedure if there are reasonable grounds for such actions, cf. FOA section 25-4, for example due to the loss of planned financing or lack of political approval, or if the result of the qualification process provides reasonable grounds for such a decision.