



ROYAL NORWEGIAN MINISTRY OF
CLIMATE AND ENVIRONMENT

Traceability of Chemicals in Plastics and in Plastic Products

Request for tender

Open tender procedure (part I and II of the Norwegian
Public Procurement Regulation)

Case number: 26/4807

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1 General information about the procurement process

1.1 About the Contracting authority

The Contracting Authority is the Norwegian Ministry of Climate and Environment on behalf of the Nordic Council of Ministers. The Nordic Council of Ministers and the Nordic Council are the main forums for official Nordic co-operation, which involves Denmark, Finland, Iceland Norway, Sweden, the Faroe Islands, Greenland and Åland.

1.2 Purpose and scope of the procurement

The Nordic program to reduce plastic pollution 2025-2027 under the Nordic Council of Ministers for the Environment and Climate is administered by the Norwegian Ministry of Climate and Environment. The program is launching a call for tenders for a project on the traceability of chemicals in plastics and plastic products.

Chemicals of concern in plastics pose significant challenges for health, the environment and the safe functioning of circular value chains. Effective traceability enables regulators and industry to identify and control chemicals of concern, improve the safety and transparency of recycled plastics, strengthen monitoring, reporting and compliance, support accurate classification and control of plastic-related trade and reduce data gaps and inconsistencies across value chains.

There is a need for a consolidated global overview of the methods, approaches, and systems currently used to promote traceability of chemicals in plastics and plastic products along value chains. This project aims to identify practical, implementable and globally relevant options for improving the traceability of chemicals in plastics and in plastic products, providing targeted input to the ongoing Intergovernmental Negotiating Committee (INC) and supporting future plastic treaty implementation.

It is also relevant for targets under the Global Framework on Chemicals, GFC, as well as the Stockholm Convention. The project will consolidate and assess existing regulatory, technical and sectoral approaches across major jurisdictions including the EU, USA, China, Brazil, South Africa and selected Middle Eastern countries, and as far as possible seek to translate these into prioritised recommendations for increased transparency. The outcome will be communicated as a publicly available report. Project output should be issued through NordPub according to the guidelines of the Nordic Council of Ministers.

The total value of the procurement is set to 1 000 000 DKK ex. VAT.

The Consultant is expected to start work on the project no later than January 1st, 2027, and conclude the work by December 1st, 2027. For further information on the scope and content of the procurement, we refer to appendix 1.

1.3 Progress plan

The procurement process is planned conducted according to the following progress plan:

Activity	Date / time
Notice sent to Doffin	14.10.2026
Deadline for questions to the procurement documents	05.11.2026 12:00
Tender deadline	13.11.2026 12:00
Evaluation	Week 47-49 2026
Notification of contract award	End of week 49 2026
End of stand-still period	10 calendar days, calculated from the first calendar day after the date award notices are sent
Contract signed	After the stand-still period has ended
Tenders must remain valid until	08.02.2027

All dates after the tender deadline are tentative and can be changed.

2 Rules for the procurement process

2.1 Procurement procedure

This procurement process is carried out in accordance with the Norwegian Law of 17 June 2016 no. 73 on Public Procurements (LOA) and Regulation of 12 August 2016 no. 974 on Public Procurements (FOA), part I and II, following the open competitive procedure, cf. FOA § 8-3.

The procurement is published on Doffin (the Norwegian tender publication platform).

Negotiations are not permitted in this procurement process. Therefore, the tenders may not be changed after the tender deadline has expired.

The Contracting authority encourages the service providers to follow the instructions given in this Request for tender with appendices and to send questions if anything is unclear.

2.2 Structure of the procurement documents

The procurement documents consist of this document with the following attachments:

- Confidential information and self-declaration.
- Draft contract with appendices. In this procurement, SSA-O is used with the following appendices:
 - Appendix 1 - The Customer's description of the Assignment
 - Appendix 2 - The Consultant's specification of the Assignment
 - Appendix 3 - Project and progress plan
 - Appendix 4 - Administrative provisions
 - Appendix 5 - Total price and pricing provisions
 - Appendix 6 - Changes to the general contractual wording
 - Appendix 7 - Changes subsequent to the conclusion of the Agreement

Appendices 2, 3, 4 and 5 shall be completed by the service provider.

2.3 Communication

The Contracting authority uses the electronic tender management tool Mercell CTM in this procurement process, <https://eu.eu-supply.com/>. All communication in this procurement process shall be carried out through Mercell CTM.

For technical support, please contact Mercell CTM support phone + 47 23 96 00 10 (NO) or +44 3331554996 (EN) or e-mail kgv@eu-supply.com, or go to the customer service site <https://mercell.atlassian.net/servicedesk/customer/portal/14/group/16/create/68>.

2.4 Questions and inquiries

All questions regarding this procurement shall be submitted in writing in Norwegian or English through Mercell CTM. Inquiries sent by other means will not be answered.

Questions that concern all the service providers will be anonymised and published through Mercell CTM, and thus made available for all service providers that have expressed interest in the procurement.

The service providers must go through the procurement documents with appendices thoroughly and are responsible for familiarizing themselves with all factors that may affect the delivery of the requested services.

If a service provider discovers errors, mistakes or inconsistencies in the procurement documents, we ask that the service provider immediately inform the Contracting authority through Mercell CTM.

2.5 Corrections, supplements and/or amendments to the procurement documents

The procurement documents may be subject to corrections, supplements and/or amendments in accordance with FOA § 8-4 (4). Any corrections, supplements and/or amendments to the procurement documents will be made available through Mercell CTM.

2.6 Wage- and working conditions

If the contract is covered by the Norwegian Regulation on wage and working conditions in public contracts of February 8th no. 112, and/or work is carried out within the scope of a general application of collective agreements and the contract thus covered by the Norwegian Regulation on information, follow-up and right of access of February 22nd no. 166, the contract will include requirements on wage- and working conditions, documentation and sanctions in accordance with this.

2.7 Use of subcontractors

If subcontractors are used, the Contracting authority asks that the following documentation is included in the tender:

- Name, address, and registration number of the subcontractor(s).
- Specification of the part(s) of the assignment that will be performed by the subcontractors.

- Declaration of commitment or other documentation that clearly states that the service provider has the necessary resources at its disposal.

2.8 Climate- and environmental considerations in public contracts

The Contracting authority considers that this procurement, by its nature, has an overall climate footprint and environmental impact that is insignificant. The purpose of the procurement is to compile and/or obtain knowledge for the Contracting authority and the end result is a report. The Contracting authority is therefore not obliged to set climate and environmental requirements or criteria, cf. FOA § 7-9 (5).

2.9 Personal data

The Contracting authority is the data controller for personal data, for example name of offered resources, resumes or similar, that are handed in as part of the tender. Personal data will only be used in connection with the procurement process and if necessary, in the follow-up of the contract if the service provider is awarded the contract.

The Contracting authority is a public body and has a duty to register and preserve documents in accordance with the Norwegian Archives Act § 6. This duty entails that information cannot be destroyed without legal grounds for cassation pursuant to the Archive Act. The Archive Act's requirements on preservation takes precedence over the right to erasure, cf. GDPR art. 17. Please note that personal data that is submitted as part of the tender will be archived in accordance with the Archives Act and associated regulations.

3 Tender requirements

3.1 Alternative and parallel tenders

Alternative and/or parallel tenders will not be accepted.

3.2 Structure of the tender

The tender shall include the following:

1. Tender letter signed by the service provider's authorized representative. The tender letter must contain the following:
 - 1.1 Name of the service provider, organization number and postal address
 - 1.2 Name of contact person, email address and phone number
 - 1.3 Date
 - 1.4 Confirmation that the service provider accepts the validity date of the tender
 - 1.5 Any reservations, ref. section 3.5
 - 1.6 Name, title and signature of a representative authorized to sign on behalf of the company
2. If relevant, a declaration of commitment from subcontractor(s), ref. section 2.7
3. Company certificate of registration
4. List of the service provider's reference assignments, ref. selection criteria regarding technical and professional ability
5. Completed appendices to the contract
6. CV for offered personnel including descriptions of relevant assignments

7. If the service provider believes that the tender contains information that may be exempted from public access, ref. section 3.7, a redacted tender, along with a separate document that includes the reasons why the information may be exempted, should be provided. See attachment 1 to this document.

3.3 Submitting the tender

The tender shall be submitted through Mercell CTM within the tender deadline.

The tender shall be signed with a digital certificate. The service provider may use a personal certificate to confirm their ID on submission, e.g. BankID or BuyPass, or alternatively, a certificate issued to the company, e.g. Commfides. All qualified digital certificates are supported. Remember that the certificate that is used with the submission must be valid.

Exception: if the service provider does not have a digital certificate:

If the tender is sent without a certificate, the service provider must select “without certificate”, print out and sign the authentication letter and send it through the message function in Mercell CTM within the tender deadline.

N.B.! Remember to print out a new version if you are going to submit a new tender. Each tender has its own identification code which must match.

For technical support relating to the submission of the tender, please contact Mercell CTM support phone + 47 23 96 00 10 (NO) or +44 3331554996 (EN) or e-mail kgv@eu-supply.com or go to the customer service site <https://mercell.atlassian.net/servicedesk/customer/portal/14/group/16/create/68> . The support is free of charge.

The service provider is responsible for ensuring that the tender is received by the Contracting authority within the tender deadline. The Contracting authority will reject tenders which are received after the deadline.

3.4 Language

All documents/communication concerning this procurement shall be/proceed in English.

3.5 Reservations

Reservations shall be stated in a precise and unambiguous way in the tender letter, along with a clear reference to the relevant section in the procurement documents. The service provider shall also specify any consequences the reservations have for the offered price.

Reservations to the draft contract shall also be included in appendix 6 to the draft contract.

The Contracting authority must reject tenders that contain material deviations from the publication, tender documents and the European Single Procurement Document (ESPD-form) in accordance with FOA § 9-6 (1) (b). The service provider bears the risk of any ambiguities in the tender, cf. FOA § 9-1 (2).

3.6 Costs

Any costs incurred by the service provider related to the preparation, delivery and follow-up of the tender will not be refunded by the Contracting authority.

3.7 Confidentiality and public access

Law No. 16 on the right to access documents in public sector activities (the Freedom of Information Act), of 19 May 2006, governs the public's access to documents relating to a public procurement process.

The Contracting authority and its employees are obliged to prevent others from gaining access to or knowledge of technical installations and procedures or operating and business relationships that it is of competitive importance to keep secret, ref. FOA §§ 7-3 and 7-4 and § 13 of the Public Administration Act.

Tenders may, in accordance with § 23 of the Freedom of Information Act, be exempted from public access until a tender has been chosen. After this, the Contracting authority has a duty to provide the tender to anyone who requests access, with trade secrets hidden/blacked out. If the service provider believes that the tender includes information that may be considered confidential, a redacted version of the tender shall be attached.

In addition, we ask that the service provider provide a separate document where the reasons why the information may be exempted is stated, including why it is of competitive importance to keep the information secret, ref. attachment 1 to this Request for tender "*Confidential information and self-declaration*".

If the service provider does not consider any of the information in the tender to be confidential, we ask that this is confirmed in attachment 1 to this Request for tender.

The Contracting authority must still make an independent assessment of which information that may be exempted from public access. In case of doubt, the service provider concerned will be contacted.

4 Requirements to the service providers

4.1 The service provider's registration, authorization etc.

Selection criteria	Documentation requirement
The service provider shall be a legally established entity.	- Norwegian service providers: Company certificate or a print from the Central Coordinating Register for Legal Entities (CCR) for sole proprietorships which are not required to register. - Foreign service providers: Confirmation that the service provider is registered in a trade register or a register of business enterprise in accordance with the laws of the state where the service provider is established. The confirmation may be provided in writing, or by a reference to BRIS.

4.2 Technical and professional ability

Selection criteria	Documentation requirement
The service provider shall have experience with assignments relevant to the project description as described in Appendix 1 to the Contract.	- List of relevant publications the service provider and/or offered personnel have been a part of. - Description of the service provider's most relevant assignments from the last five (5) years, with information on the value of the contracts, the time of delivery or implementation, and the name of the customer (if possible).

5 Award criteria and evaluation

5.1 Award criteria

The contract will be awarded to the service provider that has delivered the tender with the best ratio between price and quality. This is decided based on which tender that receives the highest total score in line with the following criteria:

	AWARD CRITERIA	WEIGHT	DOCUMENTATION REQUIREMENT
AC1	Price	10%	Completed appendix 5, Total price and price provisions.
AC2	Competence of offered personnel	30%	Completed appendix 4, Administrative provisions. - CVs for personnel offered up to five (5) resources, including reference to relevant publications the resources have been part of. - The CVs should not exceed two (2) A4 pages per resource offered. - Description of up to three (3) of the most relevant assignment for each of the resources offered, and an explanation of what role the person had in the assignments.
AC3	Understanding of the assignment	60%	Completed appendix 2, The Consultant's specification of the Assignment. The description should not exceed 5 A4 pages. Completed appendix 3, Project and progress plan.

The tender that has the best ratio between price and quality will receive the highest total score. As specified above, for this Assignment, more weight is given to quality.

The evaluation scale goes to 10 (highest value). The best tenders' value/feature scores 10. The other tenders' value/feature will be given scores proportionately lower based on the relative difference to the best tender. For qualitative criteria a score of 0 is given for no value/feature (lowest value for qualitative criteria). For the price criteria, a tender which is 100 % higher in price than the lowest offered price will receive 0 points, and a tender with a price which is more than 100 % higher than the lowest offered price will receive minus points.

Further information on the award criteria:

AC1 – Price

On this criteria a score will be given based on a comparison of the tenders' total price for the assignment, see appendix 5.

Score for price will be calculated according to the linear method:

$$10 \cdot \left(1 - \frac{\text{Tenderer's price} - \text{lowest price offered}}{\text{lowest price offered}} \right)$$

AC2 – Competence of offered personnel

On this criteria, a score will be given based on a comparison of the competence of the personnel offered.

The following elements will be given particular weight in the evaluation:

- Degree of relevant education and formal competence to complete the Assignment as described in SSA-O appendix 1.
- Degree of experience from similar assignments as described in SSA-O appendix 1.
- More weight will be put on the key personnel's competence – understood as the resources that have the highest percentage-wise contribution in the assignment. A link between offered competence and planned roles for offered resources in the project will also be added weight.

AC3 – Understanding of the assignment

On this criteria a score will be given based on a comparison of the tender's answers of the Customer's description of the assignment, cf. appendix 1, and how well it is considered to fulfill the purpose of the assignment.

The tenders will be compared based on their proposed solution in Appendix 2 and progress plan as specified in Appendix 3.

The following elements will be added particular weight in the evaluation:

- The extent to which the tender shows a good understanding of the issues presented
- The extent to which the tender's proposed method and reasoning for deciding this method is considered appropriate in fulfilling the purpose of the assignment, including in particular how the tender proposes to follow up the three workstreams suggested in Appendix 1, 1.3.3.
- The extent to which the plan for facilitation of cooperation with the appropriate actors, stakeholder engagement and reference group or similar is suitable to project success.
- The integration of outreach and communication activities in the proposed project plan.
- The extent to which the offered organizational structure and expertise is considered suitable to accomplish the project.
- The extent to which the progress plan seems suitable to ensure delivery on time

5.2 Award of contract

The Contracting authority will, in reasonable time before the signing of the contract, simultaneously notify all service providers in writing of the decision to award the contract. The notice will include a reason for the choice and include information on when the contract is planned signed.

Attachment 1

Confidential information and self-declaration

CHECK ONE BOX:

- ☐ The tender does not include any information that shall be exempted from public access according to the Public Administration Act § 13.
- ☐ The tender contains the following confidential information that shall be exempted from public access according to Public Administration Act § 13*:

Reference to the tender document	Relevant information	Reasons why the information shall be exempted

* Please note that in the event of a request for access the Contracting authority has an obligation to make an independent assessment of whether the information in question may be exempted or not, ref. the Public Administration Act § 29.

SELF-DECLARATION

We hereby declare that we have identified all the information in our tender that we consider shall be exempted from public access in accordance with the Public Administration Act. We exempt the Contracting authority from all duties of confidentiality according to the Public Administration Act § 13 concerning information not explicitly identified in the table above.

Place and date

Signature

Name with capital letters