



Oslo

STANDARD ENVIRONMENTAL REQUIREMENTS TRANSPORT

Agency for Improvement and Development
Unit for Procurement Services

English version
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1 Introduction

This document contains environmental requirements to be used in all procurements of goods and services that include transport. The requirements outlined in this document include the option to use e-bikes/cargo bikes/transport bikes (e-bikes) in contract fulfilment. If the use of e-bikes is not relevant for the procurement in question, the specific wording should be removed.

These requirements have been developed by the Agency for Improvement and Development, see City Government Proposition 1123/19:

Standard climate and environmental requirements for transport in City of Oslo procurements of goods and services. Some improvements (minor changes) have been made to the requirements since the adoption of the City Government Proposition. We therefore recommend that you use the requirements found in this document.

The environmental requirements described in this document are not intended for procurements of vehicles for the City of Oslo. The City's joint purchase agreement shall be used for purchasing vehicles under 3.5 tonnes. A separate guide is being prepared for purchases of vehicles over 3.5 tonnes.

When transport requirements are imposed, a combination of award criteria, minimum requirements and contract requirements are used. It is important that requirements of the same category are included in the correct way in the request for tender.

It is recommended that environmental requirements for transport not be designed as qualification requirements. Qualification requirements are better suited to ensure that suppliers have the experience and ability to follow through as required by the procurement in question.

Instructions with a **light blue** background is only intended as information for procurers and must not be included in the request for tender. Text **in red** must be changed to fit the other content of the request for tender.

1.1 When to include transport requirements?

Transport requirements shall be applied in all procurements where the annual contract value exceeds NOK 500,000 excl. VAT, provided transport is a necessary part of contract fulfilment and transport activities, on average, take place at least once per week throughout the contract period.

A separate set of criteria shall be used in construction procurements.

If it is not deemed appropriate to use one or more of these environmental requirements, all exemptions must be justified in the contract strategy. Exceptionally compelling circumstances must be present to make exemptions from the requirements. Such justification cannot be based on a lack of transport activities in the procurement in question or a legal assessment that transport requirements are not material to the contract's object.

1.2 Overview of spreadsheets linked to this document

“Vehicle list” is included as an annex to the request for tender.

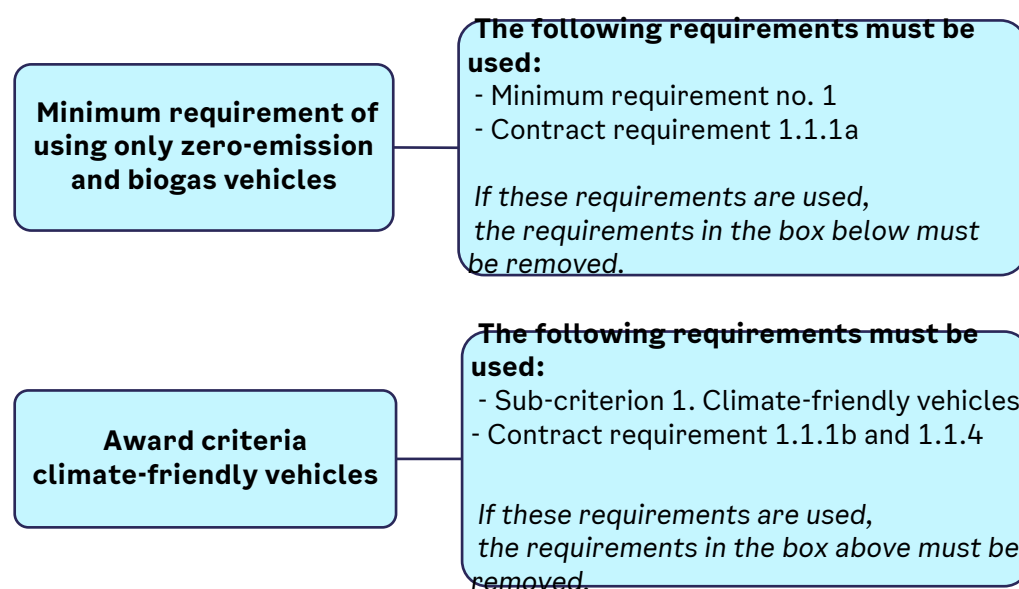
How suppliers are evaluated on award criteria is specified in the “Vehicle list”.

The “Vehicle list” can be adjusted. Phrasings concerning e-bikes can be removed if they are not relevant. For procurements concerning road maintenance, maintenance, trade services or park services, machinery can be added if relevant.

1.3 Schematic overview of related requirements

Below is an overview of combinations of requirements that are found in different places in the request for tender, but must be applied in combination.

Minimum requirements or award criteria for vehicles and fuels:



2 Market surveys

Market surveys or market dialogues prior to a request for tender will determine whether or not transport requirements are formulated as minimum requirements or award criteria. All undertakings must carry out market surveys prior to each procurement, cf. City Government Proposition 1123/19.

The general principle is that if 3 or more of potential suppliers are able to fulfil the contract using zero-emission or biogas vehicles, it shall be formulated as a minimum requirement.

The figure below illustrates how this can look in practice:

Formulated as a minimum requirement (3 of 5 use zero-emission or biogas)	Formulated as award criteria (1 of 5 uses zero-emission or biogas)
Supplier 1: 	Supplier 1: 
Supplier 2: 	Supplier 2: 
Supplier 3: 	Supplier 3: 
Supplier 4: 	Supplier 4: 
Supplier 5: 	Supplier 5: 

It is important to note that in some industries, transport companies are used to carry out transport activities. These will be subcontractors to the contract.

The requirement of “at least 3 suppliers” allows for suppliers to use the same transport company. This is a fair solution; it is not necessary to have at least 3 different transport companies (subcontractors) for the procurement.

2.1 Interview guide – questions for market dialogue

The table below includes some questions that can be used in market dialogues. The wording of the questions may be adjusted where appropriate. It is also possible to ask questions concerning other aspects involving vehicles, fuels, logistics and the execution of transport activities in connection with the procurement.

NOTE! The first point/question in the table below (red border) is mandatory in all market surveys/dialogues.

Area	Point	Question	Purpose
ENVIRONMENTAL	Transport, vehicles and fuels	1) Can the supplier or subcontractor fulfil contract obligations (last mile) using zero-emission vehicles (battery electric or hydrogen) or biogas vehicles compliant with Euro 6/VI? 2) What is the supplier's plan for transitioning to climate-friendly vehicles by 2025?	1) If 3 or more suppliers respond with "yes": minimum requirements. If fewer than 3 suppliers respond with "yes": award criteria. 2) The purpose is to prepare the market for the 2025 requirement and to determine whether additional measures are necessary in order to realize it.
ENVIRONMENTAL	Transport, e-bikes	Would it be an option for the supplier or subcontractor to use e-bikes/transport bikes/cargo bikes in contract fulfilment?	The purpose is to determine whether e-bikes are a relevant evaluation factor.
ENVIRONMENTAL	Transport, eco-driving	Has the supplier's or subcontractor's drivers received training in eco-driving? If not, are there plans to pursue such training?	The purpose is to determine whether such requirements can be included as contract requirements.
ENVIRONMENTAL	Environmental impact, general	1) What are the supplier's views on how environmental and climate considerations should be included in the procurement? 2) How is the market developing to include more environmentally friendly and climate-friendly solutions?	The purpose is to obtain feedback on how environmental and climate considerations can be included in the procurement, cf. the City's environmental guidelines.

3 Minimum requirements

Requirements to be included in the specifications:

Req. no.	Description of requirement	Documentation requirement
1	All vehicles used in fulfilment of this contract must be either zero-emission vehicles (i.e. battery electric or hydrogen) or biogas vehicles compliant, at minimum with Euro 6/VI.	The supplier must include an overview of vehicles to be used during the contract period. The overview must include registration numbers.
Optional requirement:		
2	Passenger cars (vehicle category: M1) shall <u>not</u> be used to transport goods, products, equipment, machinery (STRIKE WHAT DOES NOT APPLY) in connection with contract fulfilment.	

INSTRUCTIONS

Minimum requirement no. 1

This requirement is used if zero-emission or biogas vehicles are used in the contract, or if market surveys show that at least 3 suppliers are able to deliver using zero-emission or biogas vehicles. **If the minimum requirement is used, the award criteria for vehicles shall not be used.** Use contract requirement 1.1.1a instead.

NOTE! Please note that the annex "Vehicle list" is not required if minimum requirement no. 1 is used.

Minimum requirement no. 2

This requirement is optional and is used if one would prefer to avoid passenger cars being used to transport heavy goods. The wording of the requirement must be adjusted to fit the procurement in question. The requirement can also be changed to include or apply to other categories of vehicles.

Vehicle categories:

M1 Passenger car (max. 9 seats)

M2 Bus (max. authorized weight 5,000 kg, 10 or more seats)

M3 Bus (authorized weight >5,000 kg, 10 or more seats)

N1 Van (max. authorized weight 3,500 kg)

N2 Light commercial truck (authorized weight >3,500 kg, max 12,000 kg)

N3 Commercial truck (authorized weight >12,000 kg)

4 Award criterion “Environment”

Requirements to be used in the request for tender:

(the wording “e-bikes” must be removed if it is not to be included as part of the evaluation)

Award criterion “Environment”

The supplier with the best tender for the award criterion will earn 10 points, whereas scores reflecting relevant differences are assigned to the remaining tenders. The score is multiplied with the specified weight, **xx%**.

The following considerations shall be emphasised in connection with the award criterion “Environment”:

- 1) The supplier’s ability to use climate-friendly vehicles
- 2) The suppliers’ ability to optimize transport routes

Weighting	Description of requirement	Documentation requirement
75 %	Climate-friendly vehicles In the evaluation, suppliers are rewarded for using climate-friendly vehicles and/or e-bikes in the contract period. See “Annex XX Vehicle list” for more information.	The supplier shall include the completed “Annex XX : Vehicle list”.
25 %	Route optimization In the evaluation, suppliers are rewarded for planning and optimizing transport activities in the contract period. The supplier shall include an statement including: - Account of systems and procedures the supplier and/subcontractor have established for route optimization in contract fulfilment. The types of input used in these systems and how the systems are used to improve the environmental outcomes of this contract by choosing optimized solutions during operations and how these systems enable further improvements in route planning. This includes reducing transport demands by optimizing routes, increasing load factors/quantity of goods in vehicles, improving operational patterns/driving	Supplier’s description. The description shall not exceed 3,500 characters.

	behaviours or other measures with positive outcomes.	
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INSTRUCTIONS

At the beginning of the criterion there is a description on how to evaluate.
Below is the standard text for award criteria, developed by the Agency for Improvement and Development (UKE).

If a different evaluation model is used for the other award criteria, the text above must be updated to reflect the request for tender.

It is recommended that the award criterion "Environment" is weighted to no less than 30%. When transport is part of the award criteria, it must never be weighted at less than 15%. The weighting for the award criterion "Environment" shall be specified in the sentence: *"The score is multiplied with the specified weight, xx%."*

Percentage-wise weighting of different subcriteria

"1. Climate-friendly vehicles" should always be weighted the highest if there are multiple subcriteria related to transport. If only one subcriterion is used, the percentage-wise weighting of subcriteria need not be specified.

The recommended weighting if both subcriteria are used:

75 % for "1. Climate-friendly vehicles".

25 % for "2. Route optimization".

1. Climate-friendly vehicles

This subcriterion is aimed at e-bikes/vehicles and fuel types used by the suppliers in connection with contract fulfilment.

If a sufficient number of supplier can deliver using zero-emission or biogas vehicles, use minimum requirement no. 1 instead.

NOTE! In the annex "Vehicle list", the client must specify start and end dates for the contract. The contract period specified shall not include any optional extensions.

2. Route optimization

Route optimization requirements are normally used in procurements where deliveries or activities are carried out to specific addresses at regular intervals, and where the supplier is responsible for planning the routes. This requirement can be used both in procurements of goods and in procurements of transport services. In some cases, it can also be relevant for procurements of other services.

The requirement is especially relevant if the supplier uses transport companies to deliver the goods or services.

5 Contract requirements

Requirements to be included in the contract:

(the wording “e-bikes” must be removed if e-bikes are not part of the requirement)

1 Environmental requirements

The supplier guarantees compliance with the contract’s environmental requirements, as well as relevant environmental legislation, as amended. The supplier shall actively work to reduce the environmental impact in its fulfilment of the contract. If subcontractors are replaced, the new subcontractor(s) shall be subject to the same requirements as the original subcontractor(s).

1.1 Transport requirements during the contract period

The following environmental requirements apply to this contract:

1.1.1a Vehicles and fuels

The supplier commits to only use vehicles that are either zero emission vehicles (i.e. 100% battery electric or hydrogen) or biogas vehicles that, at minimum, comply with Euro 6/VI in its fulfilment of the contract. The supplier must at all times be able to account for which e-bikes and which vehicles are used, and must present copies of vehicle registrations upon request.

1.1.1b Vehicles and fuels

The supplier must use the vehicle technologies and/or fuel types specified in the tender. New vehicles or fuel types introduced during the contract period shall be at least as climate- and environmentally friendly as those originally agreed. The number of e-bikes or vehicles used in contract fulfilment can be increased or decreased, provided the overall environmental impact is not detrimentally affected.

The supplier cannot introduce vehicles or make other changes that would have yielded a lower score for the award criteria. The client must be notified in advance of any vehicle changes or transitions to other types of fuel. All vehicles used in fulfilment of the contract must, at minimum, comply with Euro 6/VI. The supplier must at all times be able to account for which vehicles are used, and must present copies of vehicle registrations upon request.

1.1.2 Hydrogen

If the supplier has committed to using hydrogen vehicles in contract fulfilment, the supplier must at all times be able to present document of having procured hydrogen from renewable sources. This documentation can include the following information: fuel manufacturer, fuel supplier, quantity, origin and certification.

1.1.3 Biogas

If the supplier has committed to using biogas vehicles in contract fulfilment, the vehicles shall, as a norm, run on biogas and not natural gas. Natural gas mixtures are only acceptable if 100 % pure biogas is not available in the market. The client shall be notified if natural gas mixtures are used. The supplier must at all times be able to present documentation that a sufficient quantity of biogas has been procured. This documentation can include the following information: fuel manufacturer, fuel supplier, quantity, origin and certification.

1.1.4 Biofuels

If the supplier has committed to using biofuels (incl. biogas) in fulfilment of this contract, the fuels must comply with European sustainability criteria* for biofuels and not be based on palm oils or by-products from palm oil production. The supplier must at all times be able to present documentation that a sufficient quantity of biofuel has been procured and that the fuel has been produced sustainably and without palm oil products.

This documentation can include the following information: fuel manufacturer, fuel supplier, quantity, origin and certification.

* Sections 3-6 to 3-9 of the Norwegian Regulations relating to the Limitation in Use of Chemicals and other Products that are Harmful to Health (Product Regulations).

1.1.5 Energy-efficient driving

Drivers who deliver for or on behalf of the supplier must have received training in energy-efficient driving (eco-driving or similar). Drivers who have not previously received and completed such training must do so within 6 months of the contract start date. The requirement also applies to any new drivers hired after the contract has taken effect. New drivers must complete similar training within 6 months of being hired. The supplier must at all times be able to document that its drivers have or will complete training, and that new drivers have been registered to receive training.

1.1.6 Multiple concurrent contracts

If the supplier has other concurrent contracts with the client, the parties may agree to coordinate driving/deliveries for all or part of the different contracts. Deviating from the supplier's tendered transport solution for this contract is only permitted if the overall environmental impact is reduced as a result of the adjustment.

1.1.7 Amended terms of delivery

The client may, in consultation with the supplier, choose, for all or part of the contract, to deviate from any terms relating to the timing of deliveries/activities. This can be done to achieve more efficient deliveries by avoiding rush hour traffic and other factors. Such changes can have negative consequences for HSE and may lead to unwanted traffic and noise in the local environment near the delivery location. A detailed examination shall be carried out of the potential consequences for surroundings/neighbours, and their opinions shall be taken into consideration before such changes are implemented.

1.1.8 Idling

The supplier shall strive to reduce idling to a minimum. Idling shall not occur on properties owned by the client.

1.1.9 Exemptions

The client may grant exemptions from all or part of the transport requirements if the supplier can document that it is not practically possible to comply with the requirements.

Exemptions shall be granted in writing and must include details of the time frame and scope of the exemption.

The authority to grant exemptions in accordance with this clause does not extend to the clause "1.1.1 Vehicles and fuels".

1.2 Non-compliance with environmental requirements

If the supplier fails to comply with one or more of the environmental requirements, or fails to deliver in accordance with the tender, the client may impose a daily penalty for the duration of the non-compliance. The daily penalty rate for minor non-compliance with environmental requirements is NOK [xx] excl. VAT per business day. The daily penalty rate for major non-compliance with environmental requirements, such as non-compliance with vehicle or fuel technology requirements, is NOK [xx] excl. VAT per business day. In case of repeated or major non-compliance with environmental requirements, the client shall have the right to cancel the contract.

INSTRUCTIONS

The contract summarizes the environmental requirements and also provides information about how compliance with requirements will be monitored during the contract period. This document only includes environmental requirements related to transport activities. Other relevant environmental requirements should also be included in the contract.

NOTE! Contract requirement 1.1.1 comes in two versions (a and b must not be used concurrently):

→ **1.1.1a** is used if minimum requirements for zero-emission and biogas vehicles are imposed

→ **1.1.1b** is used if an evaluation based on climate-friendly vehicles is to be carried out (sub-criterion 1.)

Don't forget to remove letter (a) or (b) for contract requirement 1.1.1 in the final contract.

NOTE! Contract requirement 1.1.5:

The requirement for energy-efficient driving (eco-driving) is normally used in contracts where the drivers are professional drivers. This normally applies to procurements of goods and procurements of transport services. The contract requirement can be omitted if training in energy-efficient driving is not common in the sector.

Ch. 1.2 “Non-compliance with environmental requirements” can be moved to the section containing the contract’s other non-compliance clauses, if this is deemed to be more appropriate.

Recommended daily penalty amounts:

Annual contract value	Minor non-compliance	Major non-compliance
< NOK 10 million	NOK 1,000	NOK 2,000
NOK 10–100 million	NOK 2,000	NOK 4,000
> NOK 100 million	NOK 3,000	NOK 6,000

6 Evaluation

6.1 Evaluation of tenders

Below is a description of how to carry out evaluations for the two sub-criteria. It is important that the weighted score for the sub-criteria is added up, before the adjustment to 10 points is made. UAE recommends consistently using the same method for this evaluation as for the other award criteria.

Points can be deducted if the form is not filled out correctly.

Sub-criteria	How evaluations are carried out
1. Climate-friendly vehicles	Use "Evaluation form – Vehicle list (...)". The suppliers' responses are copied into the evaluation form in separate tabs.
2. Route optimization	Discretionary assessment based on the supplier's response.

6.2 Procedures and documentation for contract signing

Multiple requirements stipulate that documentation must be presented at contract signing and establishment. It is very important to not skip this step. The supplier should, as early as possible, be informed of the types of documentation they need to forward in advance of the meeting (or bring to the meeting).

One simple check to verify whether the vehicles meet the specified requirements is to look at the letters of the registration no.

Electric vehicles use: EL, EK, EV, EB, EC

Hydrogen vehicles use: HY

Gas vehicles use: GA

The table below lists the different requirements where documentation is required:

Requirement	Process
Minimum requirement no. 1	Contract requirement 1.1.1a is relevant for verification. The overview of tendered vehicles must be reviewed before the contract is signed. The supplier must be asked whether there are any changes from the tendered solution. If the differences are significant, a reason should be provided. The most important thing is to make sure that the vehicles that will be used meet the requirement of zero-emission and biogas vehicles only.
Award criterion "Environment" 1. Climate-friendly vehicles	The award criterion must be viewed in context with contract requirement 1.1.2b and the instructions for suppliers in the "Vehicle list". This contract requirement allows for suppliers to use other fuel technologies and additional or fewer vehicles, as long as these are equally environmentally friendly. The term "equally environmentally friendly" must be interpreted to mean that the score assigned for the award criterion would not be detrimentally affected by the supplier deviating from the tendered solution. This can be verified by the client making their own calculations in the evaluation form. The supplier must be asked whether there are any changes from the tendered solution. In case there are any deviations that would yield a lower score on the award criteria, the situation must be rectified. Sanctions should be considered.

7 Vehicle list

The annex “Vehicle list” is a spreadsheet to be filled out by the suppliers and returned with the tender. The spreadsheet has not been translated into English, but the text used in the spreadsheet has been translated below. The images below show what the Norwegian version of the spreadsheet looks like.

[IMAGES HERE]

English translation of spreadsheet text: Vehicle list

Tab 1: INFO

INFORMATION

In the evaluation, the Client shall assign a score to the vehicles the Supplier intends to use in fulfilment of the contract. The score shall be based on how climate and environmentally friendly the vehicles are. The implementation of e-bikes shall also earn a score. Vehicles and e-bikes shall be listed in the tab: Vehicle list

The list shall not include vehicles or e-bikes that are used (or will be used) for purposes beyond deliveries or activities covered by this contract. This applies, among other things, to vehicles and e-bikes that are solely used for other clients or for administrative purposes. Vehicles and e-bikes used to provide services to other clients may only be added to the list if they are simultaneously also used in fulfilment of this contract.

The contract includes provisions on how to amend the offered solution during the contract period, if necessary. Please see the tender specifications and contract for more information about the environmental requirements for transport activities.

DOCUMENTATION REQUIREMENTS

Documentation requirements at tender submission

Upon submission of tender, the supplier shall use this spreadsheet to specify registration numbers for vehicles and frame numbers/serial numbers for e-bikes that will be used. For vehicles/bikes that have been purchased, but not yet delivered, or that will be purchased if the supplier (or subsupplier) is awarded the contract, documentation must be included from the supplier, importer or rental/leasing company with confirmation that the vehicles/e-bikes have either been purchased or can be purchased, as well as with the estimated delivery date.

Documentation requirements at signing of contract

At signing of the contract, the supplier must document which vehicles and bikes will be used

in fulfilment of the contract. This can be done by presenting copies of vehicle registration cards for the vehicles in question. For e-bikes, copies of documentation suitable for identifying e-bikes and ownership must be presented, e.g.: Copies of purchase invoices, copies of insurance cards, or documentation from entry into a bicycle register.

NOTICE OF STRICTER REQUIREMENTS FROM 2025

From 01/01/2025, all deliveries/assignments for the City of Oslo where transport is part of the service, must be performed by zero emission (i.e. electric or hydrogen vehicles) or biogas technology compliant, at minimum, with Euro 6/VI standards.

GUIDELINES FOR HOW TO LIST VEHICLES

All vehicle information can be found in the vehicle registration. Use the Norwegian Public Roads Administration's website for online searches: [Norwegian Public Roads Administration – Vehicle information](#). For vehicles where the registration is not yet ready, the manufacturer or dealership can provide the information required.

Each line must include information about vehicles with the same fuel technology, hybrid technology and date of use. If there are differences in fuel technologies, hybrid technologies or dates of use, multiple lines must be used. E-bikes are defined as a separate type of vehicle and must always be added to a separate line.

More information about the fields on the vehicle list

1. Quantity	Specify the number of vehicles with the same fuel technology, hybrid technology and dates of use, or the number of e-bikes that have the same dates of use
2. Type	Please select from the drop-down menu: "Vehicle" or "E-bike"
3. Fuel technology	Please select from the drop-down menu: "Battery/hydrogen", "Biogas", "HVO/biodiesel/bioethanol" or "Diesel/gasoline/natural gas".
4. Hybrid technology	Please select from the drop-down menu: "Yes" or "No"
5. To be used for the entire contract period	Please select from the drop-down menu: "Yes" or "No". If "Yes": vehicles/e-bikes are to be used from contract start to contract end. If "No": dates must be specified in fields 6 and 7.
6. Start date:	Please select from the drop-down menu. Select the month when the vehicles/e-bikes will be put into use for the contract.
7. End date:	Please select from the drop-down menu. Select the month when the vehicles/e-bikes will no longer be used for the contract.

8. Specify the registration number for the vehicle or serial/frame number for e-bikes	Registration numbers must be specified for vehicles. If the vehicle does not yet have a registration number, other documentation must be presented, see documentation requirements above. Frame numbers or serial numbers must be specified for e-bikes. If the e-bike does not yet have a frame/serial number, other documentation must be presented, see documentation requirements above.
9. Comments/supplemental information	To be filled out as needed

TERMINOLOGY

E-bike refers to all forms of electrically powered bicycles and conventional (ordinary) bicycles. The term also covers various forms of cargo and transport bikes.

Hybrid technology refers both to ordinary hybrid technologies (soft hybrid) and rechargeable hybrid technologies (plug-in hybrids).

Tab 2: EVALUATION MODEL

INFORMATION ABOUT HOW THE ENVIRONMENTAL CRITERION 'TRANSPORT' IS EVALUATED
The Supplier's ability to use e-bikes, zero emission vehicles or fossil-free vehicles for this contract will be weighted. In the evaluation, the Client shall assign a score to the vehicles the Supplier (or sub-supplier) intends to use in fulfilment of the contract. The score shall be based on how climate and environmentally friendly the vehicles are. The evaluation shall cover all vehicles listed based on fuel technology and how much of the contract period they are used for. All vehicles and e-bikes to be used for the contract are scored according to the evaluation model outlined below. The Client uses the following ranking of fuel technologies in the evaluation: 1. Zero emission vehicles: Battery electric or hydrogen 2. Biogas vehicles: compressed biogas (CBG) or liquid biogas (LBG) 3. Vehicles using other sustainable biofuels E-bikes are considered equivalent to zero emission vehicles.

EVALUATION MODEL

All vehicles and e-bikes to be used for deliveries or assignments related to the contract must be listed in the Vehicle list.

Scores are awarded in accordance with the following formula:

Partial score = No. of vehicles/e-bikes * Fuel technology points

$$* \frac{\text{Den totale tiden kjøretøyene/elsyklene skal benyttes på kontrakten}}{\text{Den totale tiden alle tilbudte kjøretøy/elsykler skal benyttes på kontrakten}}$$

Final score = Partial score 1+ partial score 2 + ... + partial score N

Calculation of scores for fuel technology

Vehicle scores are awarded based on technologies in accordance with the table below:

Fuel technology	Points	Bonus point for hybrid technology
E-bike	10	N/A
Battery electric or hydrogen (zero emission)	10	N/A
Compressed biogas (CBG) or liquid biogas (LBG)	8	1
HVO/biodiesel/bioethanol (other biofuels)	4	1
Diesel/gasoline/natural gas (fossil fuels)	0	1

Calculation of score for time periods of use for the different fuel technologies

The client specifies start and end dates for the contract.

The dates provided by the supplier for when the different fuel technologies will be used, determines how much these are weighted.

Example 1:

The contract period is 24 months.

If a diesel vehicle is used for the first 12 months and an electric vehicle is used for the remaining 12 months, these two vehicles have the same weighting.

$$\text{Diesel} = \frac{1 * 12}{(1 * 12) + (1 * 12)} = 50 \% \quad \text{El} = \frac{1 * 12}{(1 * 12) + (1 * 12)} = 50 \%$$

Example 2:

The contract period is 24 months

If 2 diesel vehicles are used for the first 6 months and 3 electric vehicles are used for the remaining 18 months, the diesel vehicles are weighted at 18% and the electric vehicles are weighted at 82%.

$$\text{Diesel} = \frac{2 * 6}{(2 * 6) + (3 * 18)} = 18 \% \quad \text{El} = \frac{3 * 18}{(2 * 6) + (3 * 18)} = 82 \%$$

Calculation of final score

A final score is calculated by combining the points for fuel technology with the time periods each is used.

The example below uses the same vehicles and durations as Example 2 above:

$$\text{Diesel} = \frac{(2 * 6) * 0p}{(2 * 6) + (3 * 18)} = 0p \quad \text{El} = \frac{(3 * 18) * 10p}{(2 * 6) + (3 * 18)} = 8,2p$$

$$\text{Final score} = 0p + 8.2p = 8.2p$$

Tab 3: VEHICLE LIST

NOTE! This list should only include vehicles and e-bikes that will be used for deliveries/assignments related to the contract.

If cells are left empty, the score may be reduced.

Do not enter information in shaded cells. The shading is automatic, based on previously selected options.

Contract period (excl. option)	
Start date:	End date:

↑ Date must be
specified ↑

↑ Date must be
specified ↑

Quantity

Type (select from drop-down menu)

Fuel technology (select from drop-down menu)

Hybrid technology (select from drop-down menu)

To be used for the entire contract period (select from drop-down menu)

Start date (select from drop-down menu)

End date (select from drop-down menu)

Specify registration numbers for vehicles or serial/frame numbers for e-bikes

Comments/supplemental information

8 Vehicle list – Evaluation model

To evaluate the suppliers' responses, they are copied and pasted into a spreadsheet that automatically calculates a score. The spreadsheet has not been translated into English, but the text used in the spreadsheet has been translated below. The images below show what the Norwegian version of the spreadsheet looks like.

[IMAGES HERE]

English translation of spreadsheet text: Vehicle list

Tab 1: RESULTS

EVALUATION FORM – VEHICLE LIST

Scoring sheet for procurements of goods and services

Contract period (excl. option)	
Start date:	End date:

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↑ Date must be specified ↑

↑ Date must be specified ↑

Supplier	Score	Adjusted points

If the evaluation includes other sub-criteria in addition to vehicles for the award criterion 'Environment', scores from the different sub-criteria must be added together before a best score is calculated (10 points). A linear method is used for 'adjusted points'.

Tabs 2-10: Supplier 1

Supplier 1	(Enter name of supplier here)
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*Copy the supplier's responses in the cells below
Use "Paste values" when copying.*

Score:	0.00
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