

MAKHADO MUNICIPALITY

TENDER NO. 10 OF 2016

DEBT COLLECTORS FOR THE PROVISION OF SERVICES REGARDING THE DEBT COLLECTION FOR OUTSTANDING DEBTS (ACCOUNTS)

Suitable service providers are invited to tender for the Debt Collectors for the Provision of Services Regarding the Debt Collection for Outstanding Debts (Accounts). Bidders are requested to bid as per specification attached to the bid documents that will be obtainable on 01 March 2016 at the Procurement Office No. B043 upon payment of a non-refundable amount of R300, 00.

A compulsory **briefing** session will be held on **4 March 2016** at 10:00 at Council Chamber, Civic centre, Ground floor, No 83 Krogh Street, Makhado.

Completed bid documents signed by a duly authorised person, sealed in an envelope clearly marked "*Tender No. 10 of 2015: "Debt Collectors for the Provision of Services Regarding the Debt Collection for Outstanding Debts (Accounts)"*" must reach the undersigned by depositing it into the tender box at the foyer of the main entrance to the Civic Centre by not later than **12:00 on Friday, 18 March 2016** when all tenders received will be opened in public in the Executive Committee Chamber, First Floor, Civic Centre, No. 83 Krogh Street, Makhado.

The Municipality is not bound to accept the lowest or any bid and reserves the right to accept any part of a bid. Bids must remain valid for a period of ninety (90) days after closing date of submission thereof. Submitted tenders will be evaluated on 90/10 score points.

Bids which are late, incomplete, unsigned or submitted in pencil or by telegraph or facsimile or electronically by e-mail, or not having the following documents attached for evaluation or not complying with the tender specifications, will not be evaluated and will be disqualified:

- Original valid Tax Clearance Certificate
- A copy of Company Registration Certificate
- Certified copy/copies of company owner(s) ID Book(s).
- BBBEE Certificate (For Preferential Points)
- Proof of payment of Municipal Bills, services.

CRITERIA	POINTS
Availability of Resources (personnel, vehicles, equipments and etc)	20
Methodology (How debt collection will be done to the municipality)	20
Relevant Experience (Contactable reference to be attached –minimum of five service providers) <ul style="list-style-type: none">• Debt Collection	20

The functionality of the bid weighs 60 points and bidders which score less than 30 points on functionality will be disqualified and not considered for further phases.

All technical enquiries can be directed to Chief Financial Officer Ms M P Makhubela, or Mr Radzilani N R at (015) 519 3000, during office hours while procurement enquiries should be directed to Mr NA Mathivha at (015) 519 3044.

Civic Centre
83 Krogh Street
MAKHADO

Notice No. 19/2016
File No. 8/3/2/1323

MR. I P MUTSHINYALI
MUNICIPAL MANAGER