

## THEMBELIHLE LOCAL MUNICIPALITY



### TENDER NOTICE AND INVITATION TO TENDER

**BID NUMBER: TLM04/2022/23: APPOINTMENT OF A SERVICE PROVIDER FOR DEBT COLLECTION OF REVENUE ON OVERDUE ACCOUNTS FOR A CONTRACT DURATION OF THREE YEARS**

**CLOSING DATE: 23 SEPTEMBER 2022 AT 12:00**

The Thembelihle Local Municipality hereby invites tenders from suitably qualified and registered debt collection Service Providers to assist the Municipality with collecting revenue on overdue accounts, for a period of three year, on a commission basis based on success for pre legal activities as well as a set fee for legal collection and remedial activities.

Tenders must be submitted on the original documents and remain valid for ninety (90) days after the closing date of the tender. Enquiries pertaining to the specifications and tender documentation can be addressed to the Acting CFO Mr M Dyushu and Ms C Lavita at telephone (053) 203 0005.

A set of tender documents can be obtained at a non-refundable cost of **R 1500.00** per set from Mrs. N. Jaxa/ Mr E Mouton at telephone (053) 203 0008 during office hours from **Thursday, 01 September 2022**. Payments must be made by cash or EFT payable to Thembelihle Local Municipality.

Account Holder	Thembelihle Local Municipality
Account Number	041 879 171
Branch	Hopetown
Branch Number	050103
Ref nr	TLM04Name of bidder (e.g. TLM04Thembelihle)

Fully completed tender documents must be placed in a sealed envelope and placed in the tender box at the Thembelihle Local Municipal Offices **Corner Mark and Church Streets, Hopetown** not later than time and date stipulated or be sent by courier to reach the Tender Box, before the specified closing date and time. The envelopes must be endorsed clearly with the tender number, project title, tenderer's name and closing date and time of the tender as above.

Tenders will be evaluated on the 80/20 Preference Points system as prescribed by the Preferential Procurement Regulations 2017 issued in terms of section 5 of the

Preferential Procurement Policy Framework Act, Act Number 5 of 2000 (PPPFA) and on Functionality.

The Functionality shall be evaluated on the following criteria:

<b>CRITERIA</b>	<b>POINTS</b>
1. Experience of company	20
2. Geographical capacity	05
3. Automated online debt Management system	15
4. Customer enquiry and service points	15
5. Indigent Management	15
6. Legal services	05
7. General impression	05
8. Current client list	10
9. Identity and financial integrity	10
<b>TOTAL</b>	<b>100</b>

For a bidder to qualify, it is a requirement for a bidder to score a minimum of 74 out of 100 points for functionality.

Bidders are required to, together with their bids, submit a certified copy of original and valid B-BBEE Status Level Verification Certificate or an original copy of a Sworn affidavit thereof to substantiate their B-BBEE rating claims.

The tender box will be emptied just after 1200hrs on the closing date as above, after which all bids will be opened in public. Late tenders or tenders submitted by e-mail or fax will under no circumstances be accepted.

The Municipality reserves the right to withdraw any invitation to tender and/or to re-advertise or to reject any tender or to accept a part of it. The Municipality does not bind itself to accepting the lowest tender or award a contract to the bidder scoring the highest number of points.

It is expected of all Bidders to be registered on the Central Supplier Database if not, to register without delay. The Municipality reserves the right not to award tenders to Bidders who are not registered on the Database.

**LMR NGOQO**  
**Municipal Manager**  
**Thembelihle Local Municipality**