

STEVE TSHWETE LOCAL MUNICIPALITY

TENDER NO: BS17/10/2012
CLOSING DATE: 08/01/2013 AT 12H00

DEBT COLLECTION FOR 36 MONTHS

The Steve Tshwete Municipality hereby invites tenders from experienced and suitably qualified service providers for the provision of **DEBT COLLECTION FOR THE ENTIRE STEVE TSHEVE TSHWETE JURISTITION.**

Tender documents and specifications are available and can be obtained from Ms Patience Ngubeni, Department of the Senior Manager: Legal & Administration, Room C301, Municipal Building, Wanderers Avenue, P.O. Box 14, Middelburg, Mpumalanga 1050, Tel: (013) 249-7240 & Fax: (013) 243-2550) against payment of a non-refundable tender amount of R250.00. Only bank guaranteed cheques or cash will be accepted. Cheques shall be made payable to the Steve Tshwete Local Municipality.

A compulsory clarification meeting with representatives of the Employer will take place at the **D212 Executive Director: Technical Services Committee room** on **Friday the 21 of December 2012** starting at **12:00** hrs.

Duly completed tender enclosed in a sealed envelope marked "**TENDER NO. BS17/10/2012: Debt Collection**" with the name of the Tenderer, shall be deposited in the tender box provided at the Steve Tshwete Local Municipality on the 2nd floor, Civic Centre, Wanderers Avenue, Middelburg, before **12:00** on the closing date. The tenders will be opened in public.

The following documentation must be submitted:

- Company registration;
- Valid original VAT certificate;
- Valid original BBBEE certificate; and
- Membership of debt collection agency

Bids will be pre-qualified in accordance with functionality criteria as outlined in the tender. Only the bids that meet the minimum number of **60** points out of the total number of points for functionality will proceed to the price and preference goals evaluation stage.

Technical queries may be directed to the **Mr Amos Twala telephone number (013) 249 7122**. Telegraphic, telephonic, telex, facsimile, e-mail, electronic and late tenders will not be accepted.

A preferential point system shall apply whereby a contract will be allocated to a tenderer in accordance with the Preferential Procurement Policy Framework Act, Act No 5 of 2000 and as defined in the Conditions of Tender in the tender document, read in conjunction with the Supply Chain Management Policy of Steve Tshwete Local Municipality where 90 points will be allocated in respect of price and 10 points in respect of contribution. Tenderers must have the necessary skills, experience and capacity to perform the required work.

No awards will be made to a person:

- Who is in the service of the state,
- If that person is not a natural person, of which any director, manager, principal shareholder or stakeholder is a person in the service of the state
- Who is an advisor or consultant contracted with the municipality or municipal entity

The Council is not bound to accept the lowest or any tender.

W D FOUCHÉ
MUNICIPAL MANAGER
Municipal Building
Wanderers Avenue
MIDDELBURG, 1050