

LETSEMENG LOCAL MUNICIPALITY



INVITATION OF BID: APPOINTMENT OF SERVICE PROVIDER FOR REVENUE ENHANCEMENT FOR A PERIOD OF 24 Month .

REF	DESCRIPTION
LETS/2020/Rev Enhancement	Appointment of Service Provider For Revenue Collection enhancement and Data Cleansing, Debt collection and sending of consumer reminders for letsemeng local municipality.

LETS/2020/REV Enhancement: **APPOINTMENT OF SERVICE PROVIDER FOR REVENUE ENHANCEMENT, DATA CLEANSING, DEBT COLLECTION AND SENDING OF CONSUMER REMINDERS FOR LETSEMENG LOCAL MUNICIPALITY.**

Placement Date : 27 February 2020

Closing Date : 11 March 2020

Letsemeng Local Municipality invites experienced and capable bidders to submit tenders for the services as described, **"Procurement of revenue enhancement services, data cleansing, debt collection and sending of consumer reminders to ensure an improved revenue management and collection of the municipality with the long term goal of financial sustainability and liquidity.**

This tender is opened to BBEE Level 1 (one) Bidders only who have the required experience to execute the scope of work in entirety.

There will be compulsory briefing session to allow for the prospective bidders to seek scope clarity and the terms and conditions of execution. The compulsory briefing session is scheduled as follows:

Date: 04 March 2020

Time: 11:00

Venue: Koffiefontein – Municipal Auditorium

A handwritten signature in blue ink, located in the bottom right corner of the page.

Address: 07 Groottrek Street, Koffiefontein, 9986

Tender documents are obtainable from municipal offices from the 03 March 2020 and will also be available on the day of briefing meeting at a fee of R 1000.00 per document.

One stage bidding process will be followed. Bidders scoring a minimum of 70% on functionality shall be evaluated further on an 80:20 PPPFA Principle.

Bid must be placed in the tender box strictly on or before 12h00, on or before the closing date as indicated above at the following address:

Reception Area (Ground Floor)
Letsemeng Local Municipality Offices
7 Groottrek Street
Koffiefontein
9986

The following documents must be attached to the bid documents:

1. Proof of company registration
2. Proof of CSD Registration
3. One-time pin for the bidder as issued by SARS for TENDER purposes
4. Joint venture agreements where possible
5. Completed and signed MBD (1,3,4,5,6.1,8 and 9)
6. Completed and signed MBD 3.1 and 3.2
7. Completed and signed form of proposal
8. SANAS Approved BBBEE Certificate
9. Recent three years audited financial statements or independently reviewed statements
10. Municipal accounts for both the company and all its directors (not older than 3 months), or lease agreement or sworn affidavit in cases where property is not owned by the company or the director
11. Proposal with detailed management plan aligned to the terms of reference as specified in the bid documents with clear demonstration on how the offer meets or exceeds the expectations
12. List of traceable and contactable reference and value of work undertaken for similar work successfully completed in the client's letterhead
13. CV's and proof of qualifications of key personnel
14. Detailed skills transfer plan
15. Company profile

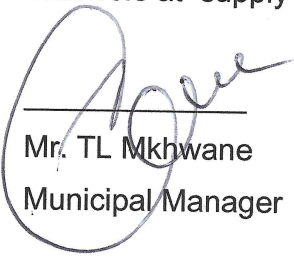
Bids not meeting all the prerequisites to tender shall be disqualified immediately.



Bidders must examine the price offer carefully as detailed in MBD 3.1 of the tender documents.

Prices quoted must include all costs associated with revenue enhancement and debt collection procedures and legal costs for transparency purposes.

Municipality is not bound to accept the lowest or any bid and reserves the right to accept any quotation either wholly or part thereof. Bid should be valid for a period of less than 90 days from closing date. Enquiries can be directed to :Mr Leonard Manwele at supply chain unit at 053 33 00 217 during office hours.



Mr. TL Mkhwane
Municipal Manager

