

BLUE CRANE ROUTE MUNICIPALITY (EC102)



BID NOTICE : T13/2019

PROJECT NAME: PROVISION OF DEBT COLLECTION SERVICES FOR BCRM FOR A PERIOD OF THREE (3) YEARS - BID NUMBER: T13/2019

Bids are hereby invited for the Provision of Debt Collection Services for BCRM for a Period of Three (3) Years from reputable service providers and the minimum specifications are detailed in the Bid document.

Bid documents may be downloaded on www.bcrm.gov.za

Completed Bid documents are to be placed in sealed envelopes endorsed "BID NO: T13/2019 - PROVISION OF DEBT COLLECTION SERVICES FOR BCRM FOR A PERIOD OF THREE (3) YEARS" must be placed in the tender box at the BLUE CRANE ROUTE MUNICIPALITY OFFICES, 88 NOJOLI STREET, SOMERSET EAST not later than 25 OCTOBER 2019, 12h00 when tenders will be opened in public.

PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT (PPPFA) POINTS WILL BE AWARDED AS FOLLOWS:

Price	-	80 points
BBBEE Points	-	<u>20 points</u>
TOTAL		100 points

BIDDERS MUST SPECIFICALLY TAKE NOTE OF THE FOLLOWING BID CONDITIONS:

- ↪ Valid certified copy of LAW firm's Fidelity Fund Certificate must be submitted with bid document (either as Entity Bidding or Lead Entity of Consortium Bidding).
- ↪ Bidders must demonstrate and provide proof of rendering a debt collection service for municipalities or government departments for a period of three (3) years and above within the past seven (7) years within the borders of SA (Example: Copy of contract, letter of recommendation, copy of tender awarded)
- ↪ Bidders must demonstrate and provide proof of having a registered address from where their offices will function within the Municipal boundaries of Blue Crane Route Municipality should they be awarded the tender.(example: lease agreement, option to take up lease, proof of ownership if owned by bidder).
- ↪ N.B Government Gazette, 29 July 2011 (Rule number 5) will apply
 - A certified copy of admission as Attorney
 - A certified copy of Registration with Law Society
 - Debt collectors who are registered with a council for debt collectors established in terms of section 2 of Debt Collectors Act, Act no. 114 of 1998 (proof of certified certificates)
- ↪ The Blue Crane Route Municipality Supply Chain Management Policy will apply.
- ↪ In order to claim Preference points a valid original or certified B-BBEE Status Level Verification Certificate from a SANAS registered verification agency or EME's to submit a sworn affidavit signed by the EME representative and attested by Commissioner of oaths to validate the claim, **No B-BBEE Status Level Verification Certificate – No points to be claimed.**

- ↪ Bidders should be registered on the Central Supplier Database with a Tax Compliant Status.
- ↪ **Bidders are to submit Municipal Billing Clearance from their local municipality as per Tender Conditions and Information, section 1.2.8.2.**
- ↪ Failure to complete all tender forms, data sheets and submit all supplementary information will lead to the tender being considered non-responsive.
- ↪ Bids which are late, incomplete, not completed in black ink, unsigned or submitted by facsimile or electronically will not be accepted.
- ↪ **All copies of relevant documentation accompanying the bid document as set out in the tender data must be certified.**
- ↪ Bids submitted are to hold good for a period of 90 days.
- ↪ The Blue Crane Route Municipality does not bind itself to accept the lowest bid or any other bid and reserves the right to accept the whole or part of the bid.

Technical Enquiries should be directed to **Ms Verona Gowar @ 0422436400 ext. 6412 and any other enquiries to be directed to Ms Nozuko Makhalima @ 042 2436400 ext. 6441.**

Issued by
M PLANGA
ACTING: MUNICIPAL MANAGER
67 NOJOLI STREET
SOMERSET EAST
19 SEPTEMBER 2019