



CENTLEC
Reg No 2003/011612/30

Calls for Bids

RFP36/2016 – CENTLEC (SOC) LTD A MUNICIPAL ENTITY DISTRIBUTING ELECTRICITY IN MANGAUNG AND OTHER MUNICIPALITIES REQUIRE SUITABLE SERVICE PROVIDER FOR OUTSOURCING OF DEBT COLLECTION SERVICES.

CENTLEC would like to invite Service Provider for Outsourcing of Debt Collection Services.

certificate.

Minimum Requirements: Any Omission of the Listed Items Would Render an Automatic Disqualification

- Two letters of references from existing clients which spell out specifically the success rate of the debt book handed over, performed for a minimum of three (3) years.
- Valid original tax clearance certificate.
- Supplier must be registered on the Centralized Supplier Database (CSD).
- Supply municipal services (water, sanitation, rates and electricity) clearance certificate or Lease Agreement with a Current Bill of Account not owing more than 30 days.
 - Supply municipal services (water, sanitation, rates and electricity) bill(s) not owing more than thirty (30) days; or valid clearance certificate.
 - A valid Lease Agreement with a Current Bill of Account not owing more than thirty (30) days for municipal services that the lessee (Bidder) is responsible for. The lease agreement must be signed by the applicable stakeholders.
 - In an event that the Bidder utilizes prepaid services (e.g. water and or electricity) a valid clearance certificate(s) must be provided.
 - Bidders that are Centlec (SOC) Ltd customers are also expected to attach a valid electricity clearance

- Valid letter of good standing from the Compensation Commissioner at the Department of Labour
- The debt collection service provider (Consultant) shall be registered with the Council for Debt Collectors in terms of the Debt Collectors Act of 1998 and provide proof thereof and the company must have sufficient financial capacity to execute the contract. Proof of the valid registration to be provided as well as latest audited financial statements and a letter from the bank certifying the credit rating of the service provider.

Documents are obtainable at **R1000.00 non-refundable deposit** per set. (Deposit can be made at **ABSA BANK** Acc. No.: 407 820 9583, Branch Code: 632 005, Ref.: 501 206 260 2520 payable to CENTLEC (SoC) Ltd attention Supply Chain)

Evaluation criteria, functionality details will be found on the document.

Documents will be available only from the 13th of December 2016 from 08.30am until 15:00.

**Contact person for technical details:
Mrs. Jeanette Lenka at 051-412 2218**

Closing Date: Friday 27th of January 2017 at 14:00

Documents are available from:
The Supply Chain Manager
195 Nelson Mandela Drive,
College Square, Telkom Building
Bloemfontein
9300

Tel: +27 51 - 412 2715
Fax: +27 51 - 405 8532

Instructions dealing with the depositing of bids:

Address bids to “**Chief Executive Officer of CENTLEC (SoC) Ltd, Private Bag X14, Brandhof, 9324**” and endorse the envelope with the **contract number** and closing date.

Please Note:

1. Late bids, telegraphic bids or bids sent by fax will not be considered.
2. The lowest or any bids will not necessarily be accepted and the Municipality reserves the right to accept where applicable a portion of any bid.
3. Section 217 of the Constitution of the Republic of South Africa requires an organ of state to contract for goods and services in accordance with a system, which is fair, equitable, transparent, competitive and cost effective.

9300

4. The Supply Chain Management Policy of the CENTLEC has been drawn up to give effect to these principles and the Preferential Procurement Legislation, and furthermore comply with the provisions of the Local Government: Municipal Finance Management Act, 2003 (Act No 56 of 2003) and regulations promulgated in terms thereof.

BID BOX:

No 195, Dr Nelson Mandela Drive
Telkom Building
College Square
Bloemfontein

Mr. AN Mgoqi
Chief Executive Officer
Notice No. **143**

Bids are to be completed in accordance with the conditions and bid rules contained in the bid documents. Bid documents must be properly indexed and neatly bonded. Loose bids would not be considered for Evaluation.