

EMALAHLENI LOCAL MUNICIPALITY



BID ELM 32/2020 : PROVISION OF REVENUE INVESTIGATION: REVENUES STREAMS: ELECTRICITY; WATER AND ASSESSMENT RATES

Emalahleni Local Municipality hereby invite prospective service providers on risk to conduct investigation on potential revenue streams, the risk base appointment must have been proven and supported by evidence from similar work conducted. Submit proposals on assisting the municipality with potential revenue investigation and collection which will be based on basis for three years (36 Months).

The service provider need to submit the proposal indicating proposed implementation based on the background of the municipality. The service provider must demonstrate how it will assist the municipality relook at its revenue structures and perform as detailed work on improving existing revenue base as well as to increase additional source of revenues.

The service provider need to submit the proposal on potential revenues that can be collected as well as the proposed fee structure that can be agreed upon with the municipality.

Tender documents with full specifications will be made available and can be obtained from www.emalahleni.gov.za or www.etenders.gov.za as from Monday, 10 August 2020.

A briefing session will not be conducted for this tender in order to prevent the spread of the Covid-19 virus through interactions. Bidders may send electronic mails for any enquiries related to this bid.

The closing time for receipt of tenders is 11:00 on Wednesday, 18 September 2020. Telegraphic, telephonic, telex, facsimile, e-mail, unmarked and late tenders will under no circumstances be considered and accepted. The tender box will be emptied just after closing time on the closing date. Thereafter all bids will be opened in public.

Any technical enquiries relating to the tender document may be directed to Mr Thomas Mokoneni at telephone number 013 692 4021/2 during working hours or e-mails can be sent to mokeneniat@emalahleni.gov.za. Supply Chain Management Office can also be contacted on (013) 690 6483/6497/6484 or on shillycn@emalahleni.gov.za

Fully completed tender documents, clearly marked "**Tender No. ELM 32/2020 PROVISION OF REVENUE INVESTIGATION: REVENUES STREAMS: ELECTRICITY; WATER AND ASSESSMENT RATES with "NAME of TENDERER"**" must be submitted in a 2- envelope system comprising of the technical proposal and financial proposals and must be placed in the tender box situated on the First floor, Emalahleni Local Municipality, Civic Centre, 29 Mandela Street, eMalahleni 1035 or sent via courier services to the above mentioned address. Couriered documents should be delivered at the first floor, Supply Chain

Management Offices at the aforementioned address by **no later than 11h00 on 18 September 2020**. The envelope must be endorsed with number, title and closing date as indicated above. Prospective bidders are requested to submit two (2) copies of the tender documents. One copy should be in an electronic format (disk) the other copy should be printed. Both copies should be in one envelope. This request comes as a preventative measure to reduce risks associated with the Covid-19 pandemic.

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 Emalahleni Local Municipality where 80 points will be allocated in respect of price and 20 points in respect of B-BBEE Status Level of Contribution.

No awards will be made to a person:

- Who is not registered on the Central Supplier Database;
- 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; and/or
- Who is an advisor or consultant contracted with the municipality or municipal entity.

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.

Should you not hear from us within 90 days after the closing date, please consider your tender unsuccessful.

Tender documents with full specifications will be made available and can be obtained from www.emalahleni.gov.za or www.etenders.gov.za as from **Monday, 10 August 2020**.

No late bids will be accepted for consideration.

The following conditions will apply:

- Fee structure quoted must be valid for a period of at least 90 days
- Fee structure quoted must be inclusive of VAT (if registered for VAT) and must be inclusive of disbursement costs to carry out the project
- Detailed company profile and
- The proposal for work to be performed
- A valid Tax Clearance Certificate or SARS verification pins to be supplied
- Copies of Company Registration Certificates and copies of Identity documents of directors
- A BBBEE Certificate accredited by SANAS or by registered auditors approved by IRBA and or Sworn Affidavit
- Central Supplier Database (CSD) registration form
- Municipal accounts not older than 3 months from date of tender or lease agreement for company renting property
- No faxed or emailed documents will be accepted
- Proposals which are late, incomplete, or unsigned will not be accepted
- The appointment of Service Provider for Revenue Investigation and Collection on risk basis will be for a period of three years

Failure to comply with these conditions may invalidate your offer.

NB: No proposals will be considered from persons in the service of the state