



**F (CC) 01/2025: Management of Credit Control & Related Field Actions for
a period of three (3) years
Compulsory Briefing Session
Mayoral Chamber
28 October 2024**

AGENDA

Slide No.	Topic	Presenter
1	Opening and Welcome	Chairperson
2	Briefing Session Process	SCM
3	Completion of the Tender Document	SCM
4	Evaluation Methodology	SCM
5	Scope and Technical Requirements	User Department
6	Questions and Closure	Chairperson

Briefing Session Process

- All Bidders must complete in full and sign the attendance register.
- Clarification notes and responses to questions will only be provided to Bidders who have attended the BS provided their contact information on the attendance register.
- Bidders are required to attend the entire briefing session.
- One and half (1.5) hours have been allocated for the conclusion of the BS. Questions that cannot be answered or clarified will be responded to once clarification is sought internally and will be sent to all Bidders that attended BS and signed the attendance register.
- Closing Date: 20 November 2024 at 11:00AM in the tender box.
- Clarification relating to this tender must be emailed to SCMEnquiries@mogalecity.gov.za before 12:00 on **1 November 2024**.

Completion of the Tender Document

Required **Mandatory** documents when completing and submitting the Tender as outlined on page seven (7) of the Tender Document:

A) Mandatory Returnable Documents (Page 7 of Tender Document)

Failure to complete or provide the information below **WILL** result in disqualification.

B) Essential Documents (Page 9 - 8 of Tender Document)

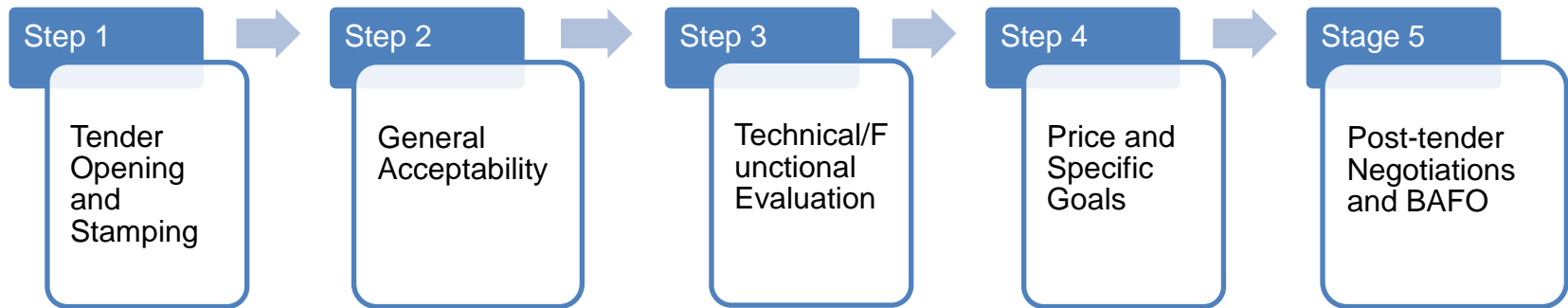
No award will be made if any of the information/documentation listed is not complied with or submitted

C) Tender Conditions (Page 9 - 10 of Tender Document)

Failure to comply with these conditions shall result in disqualification

Evaluation Methodology

The following process will be followed in the evaluation process (in compliance to the PPPFA as well as SCM Policy)



Scope and Technical Evaluation

- ❑ **Scope of work**
 - Terms of Reference. (Page 48 – Page 50)
 - **Scope of Work**
 - **Special Conditions (Page 50)**
 - **Fee Structure (Page 53 – 55)**

- ❑ **Functionality Evaluation Criteria (page 51- 52)**



Thank you