ADVERTISEMENT

MKHAMBATHINI LOCAL MUNICIPALITY

REQUEST FOR QUOTATION

Advert Date 3 January 2017

The Mkhambathini Municipality invites eligible and accredited service providers to submit written quotations for Data Cleansing of 1500 Property rates debtor accounts.

The following is expected from the successful service provider.

SCOPE OF WORK

1. Conduct data cleansing, using both computer software technology and experienced personnel in the use of this technology.
2. Identify key anomalies that require correction, e.g. duplicate accounts, missing accounts, active/inactive accounts etc.
3. Verify all billing data in relation to ownership data (e.g. accuracy of ID numbers, erf numbers, physical and postal addresses, etc.). on the list of municipal customers as supplied by the municipality
4. Follow up on customers' details which appear incomplete and/or returned by the Post Office (i.e. Names, postal address, contact details and physical address etc.)

EXPECTED OUTCOME

1. Updated billing system customer information which includes but not limited to the following:
2. Name of registered owner(s)
3. Contact details
4. Physical address
5. Details of employers if employed
6. Property details
7. Postal addresses
8. Identification of erfs numbers owned by deceased people

Quotations with the valid tax clearance certificate i.e. CK1, all MBD forms to be filled BBBEE Certificate and Central Supplier Database (CSD) registration. They must be sealed in an envelope marked with Quotation for the Crèches, must be deposited during the office hours, 8H00 to 16H15, Monday to Friday in the Supply Chain Management Unit of Mkhambathini Local Municipality, 18 Old Main Road, Camperdown, 3720, on or before ***9 January 2017.***

For more information please contact SCM officer on (031) 785 9338

Late and Faxed quotations will not be accepted.

T.C Ndlela
MUNICIPAL MANAGER