

MEMO

TO: POTENTIAL UNISA DEBT COLLECTION SERVICES PROVIDERS

FROM: UNISA SUPPLY CHAIN MANAGEMENT

DATE: 15 SEPTEMBER 2020

SUBJECT: FEEDBACK ON QUESTIONS SUBMITTED BY POTENTIAL DEBT
 COLLECTION SERVICES PROVIDERS

No.	Question	Feedback
1	Is the fee cap of 8% limited to soft collections (i.e. call centre collections prior to litigation) or is it inclusive of <i>any and all costs</i> which will be necessitated by the collections process, including possible litigation?	The 8% fee is all inclusive of all costs which will be necessitated by the collection process, including possible litigation. This fee is also inclusive of VAT.
2	Is there an option to charge tariffs whenever litigation becomes a necessary escalation?	As indicated above the 8% fee is all inclusive and therefore there is no option to charge tariffs for litigation escalation.
3	Are you able to provide us with an estimate of the average size of the amounts to be collected on?	The total long outstanding debt to be handed over is currently at R460 000 000 but this may change by the time of hand over as collections are continuing. This amount will be spread amongst the panel selected.
4	How many matters are available to allocate to the chosen firm?	The list of debtors is extensive as it is made of customers from various business units within the University. To be specific the matters may be around 100 000 but this may vary depending on the movement of the debt book at date of hand over. Kindly note that all figures are estimated and can vary.
5	Please advise on the book value and age analysis of the subjected tender.	Book value is currently at R460 000 000 (R130 000 000 for 2019, 140 000 000 for 2018 and the remainder from other years). Please note that 2020 is not included as it considered current until all the results in the academic year are published.