

Elias Motsoaledi Local Municipality



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P.O. Box 48, Glibersdal, 0470. (on 2nd Avenue Gliber and Barlow Street)

BID NUMBER: EMLM 06/2014

Bids are hereby invited for the provision of Professional Services to Elias Motsoaledi Local Municipality for a period of 36 months in the following fields:

- General Litigation and Dispute Resolution,
- Employment and Labour Law,
- Property Law
- Advisory, Governance Compliance, Regulatory, and Administrative Law,
- Construction Law,
- Water Law,
- Environmental Law,
- Contract Law and Management,
- Procurement Law,
- Corporate Governance.

General information: Bid documents are available from the supply chain office at the municipal building at a non-refundable amount of R500.00, per document. Only cheques made out to Elias Motsoaledi Local Municipality or cash paid in at cashiers point will be accepted. A preferential point system shall apply whereby the contract shall be awarded to the bidder in accordance with supply chain management policy of Elias Motsoaledi Local Municipality. Companies will further be adjudicated on their fees and experience.

Bid documents must be accompanied by the following:

- Annexure A : Original Tax Clearance Certificate
- Annexure B : Certificate of admission as attorney/ conveyance or notary
- Annexure C : Company profile,
- Annexure D : Proof of Company Registration (for registered entities)
- Annexure E : Bribery and Corruption Declaration
- Annexure F : Broad Based Black Economic Empowerment Certificate
- Annexure G : Proof of Membership in good standing with the Law Society or with the Compliance Institute of South Africa.
- Annexure H : Curriculum Vitae of all Professional Staff
- Annexure I : List of current clients and previous services performed for any Public Sector Client,
- Annexure J : X 3 Reference letters,
- Annexure K : List of areas of expertise which the entity is interested in rendering, as per the categories mentioned above,
- Annexure L : Service Level Agreement to be entered into in case of appointment,
- Annexure M : Proof of Professional Indemnity to the value of R1 500 000.00,
- Annexure N : Declaration that the bidder is not in the service of the State,
- Annexure O : Proof of payment for purchasing of the tender/bid document.

NB: All of the above mentioned details must be submitted with the bid and failure to comply and/or to submit the required information will lead to the disqualification of the bid.

Sealed bids in an envelope clearly marked the name and bid number, must be placed in the Tender/Bid Box of Elias Motsoaledi Local Municipality building on or before the **05 July 2013 at 10h00**. The Bid documents will be available as from the 18 June 2013 at the cashiers.

Bid prizes must be valid for a period of 90 days. Late or incorrect bids will not be considered. Bids submitted through telegram, telefax and/or by facsimile will not be considered. The lowest or only bid will not necessary be accepted. Elias Motsoaledi Local Municipality reserves the right to award or not to award the bid to any bidder. Should a bid be withdrawn before the official awarding (within 60 days after closing date), the bidder shall be responsible for any costs that may be incurred to award another bid.

The Compulsory briefing session will be held at the Council Chamber on the 21st June 2013 at 12:00.

For any enquiries kindly contact the SCM Unit, Mr. Happy Masemola, tel: (013) 262 3056/7/8 and the Legal Advisor; Ms O.M Nkoe, tel: (013) 262 3056/7/8 during office hours.