



ADVERT DATE: 23 February 2022
BID NO: UMZ/2022-23/OMM/LS/001/:
APPOINTMENT OF MUNICIPAL PANEL OF
ATTORNEYS/ FIRM OF ATTORNEYS FOR CIVIL
LAW AND OTHER MATTERS

The Municipality seeks to appoint a panel of attorneys for a period of 3 years to provide specialized legal advisory services to the Municipality as and when necessary for a period not exceeding three years.

MANDATORY DOCUMENTS TO BE SUBMITTED FAILURE TO DO SO WILL LEAD TO BIDS BEING DEEMED TO BE NON-RESPONSIVE.

The Umzimvubu Local Municipality Supply Chain Management policy will apply. The following mandatory documents must form part of the bid document together with compliance with the conditions as set out hereunder: A Certificate or confirmation from SARS with a verification pin. copy of company Registration/Founding Statement/CIPC Document. Original certified BBBEE certificate. 80/20 evaluation criteria. Original Certified ID Copies of Managing Directors/ Owners. Fully completed MBD forms 4, 8 and 9 are compulsory submission. Prices quoted must be firm and must be inclusive of VAT for vat vendors. Bidders must be registered on the CSD and provide confirmation of registration. No couriered, faxed, e-mailed and late tenders will be accepted. Certification of documents must be within a period of 90 days.

Certificate signed by the bidder that has no undisputed commitments for municipal services towards a municipality or service provider in respect of which payment is overdue for more than 30 days or Billing Clearance certificate or Statement of Municipal Accounts, confirmation letter from Councilor with signed Letter on a company letter head declaring that a company does not pay municipal rates.

Umzimvubu Local Municipality reserves the right not to appoint and value for money will be the key determinant. A compulsory briefing will be held on the **07th March 2022** at **10h00** Umzimvubu Municipality **KwaBhaca** Offices. All tenders must be deposited in the tender box situated at Umzimvubu Local Municipality Offices at 813 Main Street, KwaBhaca/Mt Frere, to be closed not later than 12h00 noon on the **18th March 2022**, where they will be opened in public. All tenders must be clearly marked "the name of the project listed above. **The municipality will not make any award to a person or persons working for the state.**

All bids will be subjected to a pre-qualification and will be required to achieve a minimum of 60 in order to be evaluated further.

Criteria	Maximum Points to be scored
Proposed approach and Methodology	20
Project and Implementation Plan	40
Experience	40
TOTAL	

Bid documents will be available at Budget & Treasury Offices both in **KwaBhaca** & **EmaXesibeni** upon payment of **R431.00** non – returnable cash fee for each bid document and is payable to Umzimvubu Local Municipality, cash only.

All SCM enquiries may be directed to Supply Chain Management: Mr. T. Mbukushe 039 255 8555. All Technical enquiries to be addressed to Ms. C Nenemba. Other enquiries regarding this Bid may be directed to the office of the Municipal Manager: Mr. GPT Nota 039 255 8510.

GPT NOTA, MUNICIPAL MANAGER