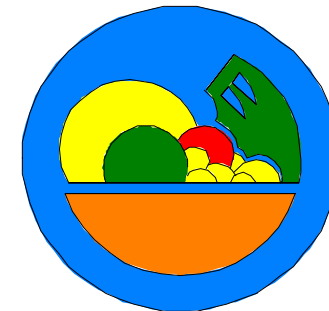




GREATER TZANEEN MUNICIPALITY
GROTER TZANEEN MUNISIPALITEIT
MASIPALA WA TZANEEN
MASEPALA WA TZANEEN

P.O. BOX 24
TZANEEN
0850

TEL: 015 307 8091/8002
FAX: 015 307 8049



Tropical Paradise

www.greatertzaneen.gov.za
SUPPLY CHAIN MANAGEMENT UNIT

BIDS ARE HEREBY INVITED FOR:

BID NO.	BID DESCRIPTION	FUNCTIONALITY	SPECIAL MANDATORY REQUIREMENTS	PREFERENCE POINT SCORING SYSTEM	PRICE	CONTRACT PERIOD	CONTACT PERSONS	ADVERT PUBLICATION DATE	ADVERT NUMBE R OF DAYS	COMPULSORY BRIEFING SESSION/ SITE INSPECTION	CLOSING DATE
SCMU 32/2025	APPOINTMENT OF PANEL FOR THE PROVISION OF SPECIALIZED LEGAL SERVICES FOR GREATER TZANEEN MUNICIPALITY ON AN AS-AND-WHEN REQUIRED BASIS FOR A PERIOD OF THREE (03) YEARS	Relevant company experience – 50 Points Key personnel experience and qualifications – 20 Points Admission as attorney/advocate – 20 Points Letter of good standing with LPC – 10 Points	- Proof of purchase for tender document, including downloaded tender documents (attach receipt) EFT or Manually - Proof of company work experience: Attach appointment letters/allocation /instruction letters and signed and stamped reference letters by an institution - Key Personnel experience: Attach organogram, CV's and certified qualifications) - Proof of registration with legal practice council (for all practicing attorneys) and proof of accreditation as Attorney or Advocate - Copy of a valid Fidelity Fund Certificate(s) for all Directors / Partners or Trust Account Advocates - Letter of Good Standing for all Directors / Partners or Trust Account Advocates. - Compulsory briefing session	80/20	R2000.00	36 Months	Mr J Ramafala @ 015 307 8022	17 October 2025	32 Days	29 October 2025 @10h00. Greater Tzaneen Municipality; Civic Centre; Old fire hall	17 November 2025, 12h00 at Greater Tzaneen Municipality; Civic Centre; Council Chamber

The minimum specifications are detailed in the bid documents. Bid documents are obtainable on Greater Tzaneen Municipality website - www.greatertzaneen.gov.za, [Etenders](#) and Supply Chain Management Office upon payment of non-refundable fees as indicated above **payable at the Revenue Offices; Civic Centre, Agatha Street** or **to the following bank account: Greater Tzaneen Municipality; Absa Bank; Acc no:4051444332 reference number please write bid number and company name.**

Completed bid documents with attachments must be in sealed envelopes and must be deposited into the bid box of Greater Tzaneen Municipality, Tzaneen Civic Centre, Agatha Street.
Documents will be available on the date of the advert.

Stage-1 Mandatory requirements:

NB: BIDDERS MUST PROVIDE PROOF OF THE FOLLOWING TO AVOID DISQUALIFICATION:

- Other mandatory requirements are included on the special mandatory requirements column above as per project.

Stage- 2 Administrative requirements:

NB: FAILURE TO SUBMIT ADMINISTRATIVE REQUIREMENTS MAY LEAD TO DISQUALIFICATION:

- Copy of company registration certificate/ documents from CIPC
- Recently Certified ID copies of all directors
- Latest CSD registration summary report
- Copy/ printed Tax compliance status Pin or certificate.
- Statement of municipal rates and taxes for both company and directors appearing in the CK (not older than 3 months / if renting provide copy of Lease Agreement with 3 Months proof of payment only (No statements) /certified copies of Permission to occupy (PTO's) land for bidders residing in Tribal authority's areas of jurisdiction / letter from traditional authority not older than 3 months for the company and the directors
- Joint Venture Agreement signed off by both parties (In case of a Joint Venture)

EVALUATION OF THE BID

N.B: The evaluation of bids will be conducted in two stages, first stage will be assessment on functionality, second stage will be the Preference point scoring system where 80 points will be allocated for price only and 20 points will be allocated based on the Specific Goals points scored.

Further conditions are outlined in the bid documents.

Administrative enquiries relating to these bids should be directed to Mrs. Z. Ramothwala at 015 307 8199 / Mr Misunwa MT @8157

Mr. D Mhangwana
Municipal Manager
Greater Tzaneen Municipality