



**UMZIMVUBU**  
LOCAL MUNICIPALITY

**ADVERT DATE: 18 September 2025**

**APPOINTMENT OF MUNICIPAL PANEL OF ATTORNEYS/ FIRM OF ATTORNEYS FOR CIVIL LITIGATION, CONVEYANCING AND OTHER RELATED MATTERS FOR THE PERIOD OF TWO(2) YEARS BID NO: UMZ/2025-26/OMM/LS/001**

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

Umzimvubu Local Municipality Supply Chain Management policy will apply. A confirmation from SARS with a verification pin, Copy of company Registration/Founding Statement/CIPC Document. either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system, where 20 points will be allocated to **specific goal 4 points for companies with 50% and above owned by youth, 4 points for 50% and above Female ownership 4 points for 100% Black ownership, 4 points for people living with disability and 4 points for Umzimvubu Local Municipality based Suppliers.** Prices quoted must be firm and must be inclusive of VAT for vat vendors. Originally certified ID Copies of Managing Directors/ Owners. Compulsory Properly filled MBD forms 1, 4, 5, 6.1, 8 and 9 and Billing Clearance certificate or Statement of Municipal Accounts or affidavit or lease agreement or residential confirmation accompanied by a declaration that a company and all active directors do not owe municipal services for more than 90 days. Bid documents will be available ON E-TENDER PORTAL FOR FREE TO BE DOWNLOADED, as from 22 September 2025. No couriered, faxed, e-mailed and late tenders will be accepted. Certification of documents must be within a period of 90 days. Bidders must be registered on CSD and provide confirmation of registration.

All tenders must be deposited in the tender box situated at Umzimvubu Local Municipality Offices at Dabula Street Sophia, KwaBhaca/Mt Frere, Eastern Cape, 5090 Coordinates (30,90417° S, 28,98138° E) to be closed not later than **12h00 noon** on the **20 October 2025** where they will be opened in public. The municipality will not make any award to a person or persons working for the state. All tenders must be clearly marked.

**Enquiries:** All technical enquiries may be directed to Mrs. C. Nenemba and SCM enquiries to SCM Mr. X. Blaweni 0392558555.

Other enquiries regarding this bid may be directed to the office of the Municipal Manager: Mr. GPT Nota.

**FUNCTIONALITY**

A minimum of 70 Points to be scored in order to be evaluated further.

CRITERIA	POINTS
Experience	40
Key Staff Competence	15
Expertise	25
Methodology	20
Total	100

**GPT NOTA**  
**MUNICIPAL MANAGER**