

**THLM/SCM09/2025-2026/L01**  
**APPOINTMENT OF A PANEL FOR PROVISION OF PROFESSIONAL LEGAL, ADVISORY,  
GOVERNANCE, COMPLIANCE AND REGULATORY SERVICES FOR THEMBSILE HANI LOCAL  
MUNICIPALITY FOR A PERIOD OF 36 MONTHS AS AND WHEN REQUIRED BASIS**

**C 2.2. BILL OF QUANITIES**

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LOCAL MUNICIPALITY FOR A PERIOD OF 36 MONTHS AS AND WHEN REQUIRED  
BASIS**

ITE M	PARTICULARS	RATES PER HOUR/PER ATTENDANCE					
		MAG COURT/CCMA/SAL GBC/DC HEARING			HIGH, SUPREME AND LABOUR COURT		
Yr. 1	Yr. 2	Yr. 3	Yr1.	Yr. 2	Yr3.		
1a.	Taking instructions to sue or defend or counterclaim and considering merits therein.						
1b.	Consultation with Officials, Witnesses, Counsel etc.						
2a.	Litigation: Attendance in High Court, Labour Court, Appeal Court, where Counsel is appointed.						
2b.	Litigation: Attendance in High Court, Labour Court, Appeal Court, where Counsel is not appointed.						
3	Litigation: Attendance in Magistrates Court.						
4	Litigation: Attendance in Bargaining Council, CCMA or Arbitrations						
5	Handling Disciplinary Hearings						
6	Legal Opinions						
7	Preparing for Court Cases						
8	Perusal of documents						
9	Drawing up of documents						
10	Township opening and registration						
11	Transfer and registration of immovable properties						
12	Notary and conveyancing						
13	Drafting of correspondence						
14a.	Drafting of Notices.						
14b.	Drafting of Founding Papers, Pleadings and other Affidavits						
15	Drafting and issuing summons, applications and/or motions						
16	Notice of Bar and other Pre Trial Notices						
17	Telephone call attendances						
18	Travelling time						
19	Travelling costs						
	<b>TOTAL FEES (per Year)</b>						
	<b>GRAND TOTAL</b>						
	<b>VAT @ 15%</b>						
	<b>TOTAL (Including VAT)</b>						
	<b>GRAND TOTAL FOR ALL THREE (03) YRS</b>						

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**NB: -The grand total must be carried /forwarded to the Form of Offer.**

- Any additional service/s and work must be approved prior by the accounting officer.
- The contract price or form of offer shall be adjusted annually for the subsequent year(s)based on the percentage change in the consumer price index (CPI).