

ADDENDUM

Title	Provision to Tender for more than One Work Package
Tender No	NKO:30/2026
Tender Description	TENDER FOR THE APPOINTMENT OF A PANEL OF LEGAL SERVICE PROVIDERS TO RENDER PROFESSIONAL LEGAL SERVICES TO NKOMAZI LOCAL MUNICIPALITY FOR A PERIOD OF THIRTY-SIX (36) MONTHS
Date	13 August 2026

1. PURPOSE OF THE ADDENDUM

Nkomazi Local Municipality hereby issues this Addendum to correct an omission identified in the tender document relating to the completion of **MBD 1 – Invitation to Bid**, appearing on page 6 of the tender document. The Addendum further seeks to clarify the requirements relating to the **Technical Evaluation – Proven Capacity of Bidders**, appearing under **Item 2.1 of each Work Package**.

2. OMISSION IN THE TENDER DOCUMENT

It has been noted that MBD 1 on page 6 of the tender document does not make provision for bidders who wish to tender for more than one Work Package to indicate a total bid price for each Work Package. The omission may create uncertainty for bidders who intend to submit offers for multiple Work Packages in one single tender document.

3. AMENDMENT TO MBD 1 – INVITATION TO BID

The following provision is hereby added to MBD 1 to accommodate bidders who wish to tender for more than one Work Package:

3.1 Bidding for more than One work Package

Bidders may submit a bid for one or more Work Packages, subject to the requirements and conditions stipulated in the tender document. Where a bidder elects to tender for more than one Work Package, the bidder must clearly indicate the Work Package(s) for which it is submitting an offer and must provide a separate Total Bid Price for each Work Package.

The bidder must complete the applicable pricing schedule for each Work Package tendered for. The Total Bid Price indicated for each Work Package must correspond with the applicable pricing schedule and all requirements of that Work Package. For the avoidance of doubt, bidders who tender for multiple Work Packages must not combine the prices of different Work Packages into one total amount. A separate Total Bid Price is hereby provided for each Work Package in this addendum.

3.2 Additional Provision to MBD 1

Below herewith is MBD 1 to be used by bidders who wish to tender for more than one Work Package:

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NKOMAZI LOCAL MUNICIPALITY)					
BID NUMBER:	NKO: 30/2026	CLOSING DATE:	08/09/2026	CLOSING TIME:	12:00 PM
DESCRIPTION	TENDER FOR THE APPOINTMENT OF A PANEL OF LEGAL SERVICE PROVIDERS TO RENDER PROFESSIONAL LEGAL SERVICES TO NKOMAZI LOCAL MUNICIPALITY FOR A PERIOD OF THIRTY-SIX (36) MONTHS				
THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (MBD7).					

BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (9 Park Street - Malalane Private Bag X101

SUPPLIER INFORMATION					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
TAX COMPLIANCE STATUS	TCS PIN:		OR	CSD No:	
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES OFFERED?	☐ Yes ☐ No [IF YES ENCLOSE PROOF]		ARE YOU A FOREIGN-BASED SUPPLIER FOR THE GOODS /SERVICES OFFERED?	☐ Yes ☐ No [IF YES, ANSWER PART B:3]	
CATEGORY (A)					
TOTAL NUMBER OF ITEMS OFFERED			CATEGORY (A) Work Package (A) TOTAL BID PRICE	R.....	
SIGNATURE OF BIDDER			DATE		
CATEGORY (B)					

<u>TOTAL NUMBER OF ITEMS OFFERED</u>		CATEGORY (B) Work Package (B) <u>TOTAL BID PRICE</u>	R.....
<u>SIGNATURE OF BIDDER</u>		<u>DATE</u>	
CATEGORY (C)			
<u>TOTAL NUMBER OF ITEMS OFFERED</u>		CATEGORY (C) Work Package (C) <u>TOTAL BID PRICE</u>	R.....
<u>SIGNATURE OF BIDDER</u>		<u>DATE</u>	
CATEGORY (D)			
<u>TOTAL NUMBER OF ITEMS OFFERED</u>		CATEGORY (D) Work Package (D) <u>TOTAL BID PRICE</u>	R.....
<u>SIGNATURE OF BIDDER</u>		<u>DATE</u>	
CATEGORY (E)			
<u>TOTAL NUMBER OF ITEMS OFFERED</u>		CATEGORY (E) Work Package (E) <u>TOTAL BID PRICE</u>	R.....
<u>SIGNATURE OF BIDDER</u>		<u>DATE</u>	
CATEGORY (F)			
<u>TOTAL NUMBER OF ITEMS OFFERED</u>		CATEGORY (F) Work Package (F) <u>TOTAL BID PRICE</u>	R.....
<u>SIGNATURE OF BIDDER</u>		<u>DATE</u>	
CATEGORY (G)			
<u>TOTAL NUMBER OF ITEMS OFFERED</u>		CATEGORY (G) Work Package (G) <u>TOTAL BID PRICE</u>	R.....
<u>SIGNATURE OF BIDDER</u>		<u>DATE</u>	
<u>CAPACITY UNDERWHICH THIS BID IS SIGNED</u>			
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO:		TECHNICAL INFORMATION MAY BE DIRECTED TO:	

DEPARTMENT	SCM	CONTACT PERSON	Mr. Isaiah Shongwe
CONTACT PERSON	Richard Mabuza	TELEPHONE NUMBER	(013) 790 0245
TELEPHONE NUMBER	(013) 790 0386	FACSIMILE NUMBER	
E-MAIL ADDRESS	richard.mabuza@nkomazi.gov.za	Isaiah.shongwe@nkomazi.gov.za	

Note: The bidder must complete only the Work Package(s) for which it is submitting a bid. The bidder must ensure that the Total Bid Price for each Work Package is consistent with the corresponding pricing schedule contained in the tender document.

4. AMENDMENT TO TECHNICAL EVALUATION – PROVEN CAPACITY

The requirement under **Item 2.1 of each Work Package**, relating to the proven capacity of bidders, currently reads: **“Purchase orders and allocation letters with allocated amount from clients.”**

The above requirement is hereby amended to read: **“Purchase orders and/or allocation letters with allocated amount from clients.”** Accordingly, a bidder may submit **either a purchase order or an allocation letter**, provided that the document submitted clearly indicates the **allocated/contract amount** and is issued by the relevant client. For the avoidance of doubt, bidders are **not required to submit both a purchase order and an allocation letter** in order to satisfy this particular requirement. Either document, where valid and sufficiently demonstrates the bidder's proven capacity, shall be accepted for purposes of the technical evaluation.

5. EFFECT OF THIS ADDENDUM

This Addendum forms an integral part of the tender document and must be read together with the original tender document. All other terms, conditions, specifications, requirements and provisions contained in the original tender document remain unchanged and in full force and effect, unless expressly amended by this Addendum. Bidders are required to acknowledge receipt and consideration of this Addendum and must ensure that the provisions contained herein are taken into account when preparing and submitting their bids.

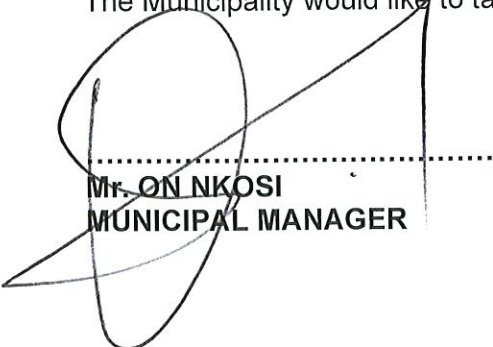
6. ACKNOWLEDGEMENT OF ADDENDUM

- I/We hereby acknowledge receipt of and have taken cognizance of Addendum relating to Tender No. NKO:30/2026.
- Name of Bidder: _____
- Name of Authorized Representative: _____

▪ Signature: _____

▪ Date: _____

The Municipality would like to take this moment to apologize for the inconvenient caused.



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Mr. ON NKOSI
MUNICIPAL MANAGER

13/08/2026
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Date