



## NOTICE T38/25/26

### APPOINTMENT OF A PANEL OF SPECIALIST LEGAL SERVICES PROVIDERS FOR A CONTRACT PERIOD ENDING 30 JUNE 2029

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Tenders are hereby invited from suitably qualified and experienced legal practitioners to tender for the rendering of professional legal services for a variety of legal services to Swartland Municipality, as and when required, for a period ending 30 June 2029.

Tenders may only be submitted on the bid documentation issued by the Municipality and must be valid for 120 days after tender closing. Late, electronic format, telephonic or faxed tenders will not be considered and Swartland Municipality does not bind itself to accept the lowest, part of or any tender.

The documents can be obtained from Jo-Maré van der Westhuizen at (022) 487-9700 or [vanderwesthuizenj@swartland.org.za](mailto:vanderwesthuizenj@swartland.org.za) during normal office hours at the Municipal Offices, Kerk Street, Malmesbury. A non-refundable cash fee of **R180.00** is payable to Swartland Municipality for collection of **hard copy** tender documents. The tender document is available in electronic format on request, at no charge.

Bids will be evaluated in accordance with the Council's Preferential Procurement Policy and the evaluation criteria contained in the bid documentation. The 80/20-preference point system will be used for the evaluation of the tender. The Preferential Procurement Policy will be available for perusal during normal office hours at the municipal offices.

Bidders must take note of the following:

1. To qualify for the advantages of the B-BBEE Act, Annexure MBD 6.1 must be thoroughly completed. **There will be no benefits if the schedule is not thoroughly completed. Preference points MUST also be claimed in paragraph 6.1.** Bidders are required to submit **original and valid B-BBEE Status Level Verification Certificates or certified copies** thereof together with their bids, to substantiate their B-BBEE rating claims. **Bidders are also required to submit Proof of Locality in order to claim points for locality.**
2. Tenderers must be registered on the Central Supplier Database (CSD) if they wish to conduct business with the Municipality;
3. No award will be made to tenderers whose tax status is non-compliant;
4. Tenderers are required to attain a minimum score of 80% for eligibility in order to be further evaluated in terms of the preference point system.

The applicable tender documents, in a sealed envelope properly marked "**TENDER T38/25/27: APPOINTMENT OF A PANEL OF SPECIALIST LEGAL SERVICES PROVIDERS**" must be deposited into the tender box at the municipal offices in Kerk Street, Malmesbury by no later than **12:00 on Friday, 24 April 2026** after which the tenders will be opened and made public at the municipal offices on the same day.

**Technical enquiries** regarding this tender may be directed to Ms Madelaine Terblanche at 022-487 9400.

The Municipality reserves the right to withdraw any invitation for tenders and/or to re-advertise or to reject any tender or to accept a part of it. The Municipality does not bind itself to accept the lowest bid or award a contract to the bidder scoring the highest number of points, subject to section 2(1)(f) of the Preferential Procurement Policy Framework Act.

**MUNICIPAL OFFICE  
PRIVATE BAG X52  
MALMESBURY  
20 MARCH 2026**

**JJ SCHOLTZ  
MUNICIPAL MANAGER**