

**C 2.2. BILL OF QUANITIES**

**APPOINTMENT OF A PANEL FOR PROVISION OF PROFESSIONAL LEGAL, ADVISORY, GOVERNANCE, COMPLIANCE AND REGULATORY SERVICES FOR THEMbisile Hani LOCAL MUNICIPALITY FOR A PERIOD OF 36 MONTHS AS AND WHEN REQUIRED BASIS**

ITEM	PARTICULARS	RATES PER HOUR/PER ATTENDANCE					
		MAG COURT/CCMA/SALGBC/DC HEARING			HIGH, SUPREME AND LABOUR COURT		
1a.	Taking instructions to sue or defend or counterclaim and considering merits therein.	Yr. 1	Yr. 2	Yr. 3	Yr1.	Yr. 2	Yr3.
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						

ITEM	PARTICULARS	RATES PER HOUR/PER ATTENDANCE					
		MAG COURT/CCMA/SALGBC/DC HEARING			HIGH, SUPREME AND LABOUR COURT		
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>						

**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).