

## BID INVITATION

Bids are hereby invited for the Great Kei Local Municipality project as per the following description:

| BID NUMBER      | BID NAME / DESCRIPTION                                                                                                                                 | POINTS ALLOCATION | BID DOCUMENT FEE | BID CLOSING DATE & TIME     |
|-----------------|--------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|------------------|-----------------------------|
| STRA:09/2022/23 | Request for recruiting a Panel of Legal Firms to deal with various litigations affecting Great Kei Local Municipality for the period of one (01) year. | 80/20             | R 350.00         | 03 AUGUST 2022 AT 11:00 AM. |

Bid documents will be available from the date of the publishing at Great Kei Local Municipality Budget and Treasury Cashiers' offices, 17 Main Street, Municipal Building, Komga, 4950 upon payment of a non-refundable deposit of R 350.00. Only proof of EFT or payments or bank deposit will be accepted.

Project enquiries shall be directed to: Mr. L.L. Juju on 043 831 5700 for Panel of Legal Services during normal office hours (08h00-16h30), all bidding enquiries shall be directed to Ms. N. Ntsangani during normal office hours (043 831 5700) (08:00-16h30).

Completed bids and supporting documentation, placed in a sealed envelope clearly written on the outside as per the bid document: e.g. "BID NO: "STRA: 09/2022/23, Recruitment of Panel of Legal Firms to deal with various litigations" documents must be placed in separate envelop must be dropped in the marked bid box placed at the reception of the Great Kei Local Municipality offices at 17 Main Street, Municipal Building, Komga, 4950 not later than 11h00 on the dates as mentioned above, all the received bids will be opened in public.

**BIDS WILL BE EVALUATED ON THE BASIS OF RESPOSIVENESS FIRST THEN FUNCTIONALITY AND ONLY RESPONSIVE BIDS WILL BE EVALUATED ON PRICE AND B-BBEE STATUS CONTRIBUTOR AT 80/20 POINTS BASIS AS INDICATED FROM THE ABOVE TABLE. PREFERENTIAL POINTS ARE ALLOCATED/ AWARDED IN ACCORDANCE TO PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT 5 OF 2000 (PPFFA) AND THE PPFFA REGULATIONS OF 2017.**

Functionality: 100 points, Minimum qualifying points will be 70% for recruiting a Panel of Legal Firms to deal with various litigations affecting Great Kei Local Municipality for the period of one (01) years.

**BIDDERS SHALL TAKE NOTE OF THE FOLLOWING:**

- The Validity period of Bids is 90 days from the closing date of bids.
- Bidders must submit a Tax Compliance status document/letter with Pin issued by South African Revenue Services SARS.
- Submit all director's certified ID copies as reflecting on the company registration document.
- A certified copy or an original BBBEE status level Certificate/ a sworn affidavit in terms of the Amended B-BBEE codes.
- In the case of a joint venture, a Memorandum of Agreement indicating the level of involvement and responsibilities of each joint venture partner must be submitted. Individual partners are to comply and submit all relevant documents.
- Bidders to submit a letter of Good Standing from compensation commission not older than 1 month.
- Submit proof of registration summary on Central Supplier Database (CSD).
- Latest billing clearance certificate or statement of municipal account not older than three months.
- Completed Tender Document accurately from MBD 1 to MBD 9
- All other pre-requisites as detailed in the bid documents shall apply.
- Failure to complete All the supplementary information will result in bidder being deemed non-responsive.
- Late, telegraphic, facsimile, incomplete or unsigned bids will not be considered.

Great Kei Local Municipality does not bind itself to accept the lowest or any bid and reserves the right not to accept the whole or any part of the bid.

17 Main Road,  
Private Bag X02,  
Komga, South Africa,  
4950  
Tel: (043) 831 570



ISSUED BY: MR. L.N. MAMBILA, MUNICIPAL MANAGER

SONDLO & KNOPP ADVERTISING

P.P. [Signature]

13/07/2022