



RFI NUMBER:	RAF/2026/00047
DESCRIPTION:	REQUEST FOR INFORMATION (RFI): THE ROAD ACCIDENT FUND (RAF) IS REQUESTING INFORMATION ON A HYBRID LITIGATION MODEL FROM INTERESTED LAW FIRMS WITH EXPERIENCE IN RAF MATTERS
PUBLISH DATE:	24/07/2026
CLOSING DATE:	14/08/2026 extended to 28/08/2026
CLOSING TIME:	11:00 am
COMPULSORY BRIEFING SESSION	Not applicable, interested parties are requested to use the email address below to seek clarification where required
RESPONSES MUST BE EMAILED TO:	BACsecretariat@raf.co.za
ATTENTION:	Demand Management

BIDDER NAME: _____

BIDDING STRUCTURE

Indicate the type of bidding structure by marking with an 'X':	
Individual bidder	
Joint venture	
Consortium	
Using subcontractors	
Other	

If individual bidder, indicate the following:	
Name of bidder	
Registration number	
VAT registration number	
Contact person	
Telephone number	
Fax number	
E-mail address	
Postal address	
Physical address	

If joint venture or consortium, indicate the following: <i>(To be completed for each joint venture/ consortium member)</i>	
Name of joint venture/consortium members	
Registration number	
VAT registration number	
Contact person	
Telephone number	
Fax number	
E-mail address	
Postal address	
Physical address	

If using subcontractors, indicate the following:	
Name of prime contractor	
Registration number	
VAT registration number	
Contact person	
Telephone number	
Fax number	
E-mail address	
Postal address	
Physical address	

If joint venture or consortium, indicate the following:	
Name of prime contractor	
Registration number	
VAT registration number	
Contact person	
Telephone number	
Fax number	
E-mail address	
Postal address	
Physical address	

If using subcontractors, indicate the following: (To be completed for each subcontractor)	
Name of subcontractor	
Registration number	
VAT registration number	
Contact person	
Telephone number	
Fax number	
E-mail address	
Postal address	
Physical address	

ENQUIRIES

Enquiries regarding this Request for Information should be submitted via e-mail to:

Bid enquiries:

Name: Demand Management	Email: BACsecretariat@raf.co.za
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Enquiries should reference specific paragraph numbers, where appropriate.

All questions/ enquiries must be forwarded in writing prior to the submission date.

1. BACKGROUND OF THE RAF

- 1.1 The Road Accident Fund (RAF) is a schedule 3A public entity established in terms of the Road Accident Fund Act, 1996 (Act No. 56 of 1996), as amended. Its mandate is the provision of compulsory social insurance cover to all users of South African roads, to rehabilitate and compensate persons injured as a result of the negligent driving of motor vehicles in a timely and caring manner, and to actively promote the safe use of our roads.

2. SPECIAL INSTRUCTION TO BIDDERS

- 2.1. The service provider must be an eligible, registered Service Provider in terms of the applicable laws of the Country and included in the National Treasury Central Supplier Database.
- 2.2. 2.3 Companies or Director that are included on the National Treasury register for Restricted Suppliers and/ or Tender Defaulters will be automatically disqualified from the process.
- 2.3. The RAF reserves the right to use the bidder's proposal in any other procurement method where required and may result in an award.

3. BACKGROUND

- 3.1. The Road Accident Fund (RAF) faces escalating litigation. Default judgments are mounting, legal costs are increasing year on year, and the State Attorney grouping is stretched well beyond any reasonable operating capacity in some regions. Individual attorneys are managing between 2,000 and 3,000 matters at a time.
- 3.2. The RAF's litigation function is under-resourced, matters are being left undefended, court deadlines are being missed, and settlements are being negotiated on the steps of the courthouse with inadequate preparation.
- 3.3. As a solution to address this problem, this business case proposed is a Hybrid Litigation Model, a dual-representation system in which State Attorneys continue to handle the core litigation load, supported by a carefully procured panel of private attorneys to absorb overflow, regional demand, urgent applications, and matters requiring specialised expertise. Critically, both streams operate under the centralised governance of a strengthened Legal Administration Department, which serves as the command authority for all litigated matters, from the issuance of a summons to the entry of judgment.
- 3.4. The model is not a radical departure from existing practice. It is a disciplined, structured approach to doing what the RAF has always needed to do: defend matters properly, prepare files on time,

comply with court rules, and bring litigation costs under control. What changes is the architecture: centralised oversight, early file preparation, integrated case management technology, and a clear allocation framework that matches matters to the right representative.

- 3.5. The RAF therefore seeks information from suitably qualified and experienced law firms capable of providing additional capacity to the existing internal resources

4. SCOPE OF WORK

- 4.1. The RAF is requesting information on a hybrid litigation model from interested law firms with experience in handling RAF matters
- 4.2. The expected outcomes of the proposed model include a measurable reduction in default judgments, improved compliance with Practice Directives and the 2025 Mandatory Mediation Directive and Protocol, better trial readiness, and a significant decrease in unnecessary legal expenditure. This business case sets out the strategic, economic, commercial, financial, and management rationale for adopting this model.
- 4.3. The expected outcomes targeted are as follows:
- 4.3.1. Reduction in default judgments
 - 4.3.2. Improved court compliance rates
 - 4.3.3. Better mediation outcomes
 - 4.3.4. Lower overall legal costs
 - 4.3.5. Centralised governance structure
 - 4.3.6. Strengthened institutional reputation
- 4.4. The bidder is expected to process all notices, pleadings, discovery, RAF4 processes, mediation processes, expert coordination, all settlement negotiations, all pre-trial conference processes and attendance, all trial attendances and routine disbursements.
- 4.5. The bidder is required to indicate:
- 4.5.1. A proposed fixed fee per file based on a 3-year contract period.
- NB:
- To be included in Fixed Fee – All Notices, Pleadings, Discovery, RAF4 processes, Mediation processes, Expert Coordination, all settlement negotiations, all pre-trial conference processes and attendance, all trial attendances and routine disbursements.

- To be excluded from Fixed Fee - Advocate/counsel fees (which require authorisation and only in instances where deemed necessary), Expert witness fees, appeal process beyond the High Court and separately mandated post-judgment work.

5. PRICING SCHEDULE

SERVICE DESCRIPTION	PERIOD	Fixed Cost per matter including VAT
Fixed cost per matter	Year 1	
Fixed cost per matter	Year 2	
Fixed cost per matter	Year 3	

Interested Bidders are required to submit the following:

No.	Required	Submitted (Yes/No)
1.	Registered Law Firms must confirm possession of proof of valid Fidelity Fund Certificate for the Firm.	
2.	Bidder's proposal in respect of RAF requirements including : • The bidder's ability to undertake the required scope of work and/or any recommendations on the proposed hybrid litigation model in the form of a submitted proposal on how the assignment would be undertaken. • Number of years of relevant experience in undertaking RAF matters, this could be in the form of CVs for the proposed team members and matters handled by the firm. • The firm's organogram specifically indicating resources that will be proposed to service the RAF matters. Note all attorneys to be admitted by the High Court and enrolled on the practicing roll with the Legal Practice Council (LPC) • The Bidder to disclose any identified potential conflict of interest that may affect the bidder's ability to handle RAF matters • The Bidder to disclose any prior findings against the bidder by any court of law or organ of state in relation to RAF matters	
3.	Bidder's Pricing	
4.	Any other additional information that may assist the RAF	

NB: The RAF reserves the right to use the bidder's proposal in any other procurement method where required and may result in an award