

BLUE CRANE ROUTE MUNICIPALITY



BID NOTICE: PROVISION OF LEGAL SERVICES (ATTORNEYS) – PANEL OF PROFESSIONAL SERVICES FOR A PERIOD OF THREE (3) YEARS PROJECT NUMBER: T 01 /2020

Bids are hereby invited for Provision of Legal Services (Attorneys)-Panel of Professional Services for a Period of Three (3) Years from reputable service providers and the minimum specifications are detailed in the Bid document.

Completed Bid documents are to be placed in sealed envelopes endorsed “**BID NO: T01/2020** PROJECT NAME: “**Provision of Legal Services (Attorneys) – Panel of Professional Services for a Period of Three (3) Years**” must be placed in the tender box at the **BLUE CRANE ROUTE MUNICIPALITY OFFICES, 67 NOJOLI STREET, SOMERSET EAST** not later than **17 April 2020** at 12h00 when tenders will be opened in public.

PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT (PPPFA) POINTS WILL BE AWARDED AS FOLLOWS:

Price	-	80 points
BBBEE Points	-	<u>20 points</u>
TOTAL		100 points

FUNCTIONALITY CRITERIA

CRITERIA	MAXIMUM POINTS
Proposed organization and staffing	100
General experience	100
Adequacy for the assignment	100
Experience of prospective legal service firm	100
Knowledge of issues pertinent to the scope of work	100
TOTAL POINTS	500

Service providers scoring below the 70% threshold will be regarded as non-responsive

BIDDERS MUST TAKE NOTE OF THE FOLLOWING BID CONDITIONS:

- ↻ The Blue Crane Route Municipality Supply Chain Management Policy will apply.
- ↻ In order to claim Preference points a valid original or certified B-BBEE Status Level Verification Certificate from a SANAS registered verification agency or EME’s to submit a sworn affidavit signed by the EME representative and attested by Commissioner of oaths to validate the claim, **No B-BBEE Status Level Verification Certificate – No points to be claimed.**
- ↻ Bidders should be registered on the Central Supplier Database with a Tax Compliant Status.
- ↻ Bidders are to submit Certificate of Good Standing from their local municipality.
- ↻ Failure to complete all tender forms, data sheets and submit all supplementary information will lead to the tender being considered non-responsive.

- ↵ Bids which are late, incomplete, not completed in black ink, unsigned or submitted by facsimile or electronically will not be accepted;
- ↵ Bids submitted are to hold good for a period of 90 days.
- ↵ The Blue Crane Route Municipality does not bind itself to accept the lowest bid or any other bid and reserves the right to accept the whole or part of the bid;
- ↵ **It is expected of all Bidders to fill in section 4.5 Authority of signatory**

Technical Enquiries should be directed to **Mr Z Gush @ 0422436400 ext.6479 and any other enquiries to be directed to Ms N.Makhalima @ 042 2436400 ext 6441.**

Issued by

**T KLAAS
MUNICIPAL MANAGER
67 NOJOLI STREET
SOMERSET EAST
17 MARCH 2020**