



MOHOKARE
LOCAL MUNICIPALITY



P. O. Box 20, Zastron, 9950
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www.mohokare.gov.za

TENDER NOTICE AND INVITATION TO TENDER

CONTRACT NO: SCM/MOH/45/2015 LEGAL REPRESENTATIVES - PANEL OF ATTORNEYS

Mohokare Local Municipality hereby invites proposals for the Panel of Attorney Legal Firms to the Municipality as follows:

The municipality requires the service of a law firm offering a wide range in advising and acting on behalf of the Municipality and must have a proven track record quality services in the following fields:

- Labour Law and Labour Relations
- Constitutional and Administrative Law
- Municipal/Public Law
- Litigation and Legal Advise
- Alternative Dispute Resolution
- Drafting of Contracts
- Conveyance and related matters
- Debt Collection
- Any other specialist field that the firm of attorneys has expertise in and that is relevant to the working environment of the municipality

Tenders shall be evaluated using the functionality criteria comprising of the following:

CATEGORY OF FUNCTIONALITY	MAXIMUM SCORE
Relevant person knowledge and expertise	30
Proven track record with reference letters from relevant clients where similar services have been provided on	30
Years of experience of admitted attorneys within the firm.	20
Capacity of the firm	20
Total points	100
Minimum functionality score is	75

Service providers who meet the criteria will be further evaluated in line with the Preferential Procurement Policy Framework Act (PPPFA) principle of 80/20 for tenders below R 1 000 000 and 90/10 for tenders above R 1 000 000.

Tender documents will be available from Mohokare Local Municipality Offices in Zastron from Wednesday 11 November 2015 (08H00 - 16H30) upon payment of a non-refundable cash deposit of R 1 000.00. The completed tender should be inserted in a duly sealed envelope and clearly marked as follows:

CONTRACT NO. SCM/MOH/45/2015: LEGAL REPRESENTATIVE

The details for the submission of the completed tender documents are as follows:

Closing date : 26 November 2015 14:00
Address for submission of tender : The Municipal Manager
Mohokare Local Municipality
PO Box 20; Zastron 9950

NB: The following will not be considered:

- (a) Tenders received after the closing date and time indicated herein.
- (b) Tenders of which the envelopes have not been duly marked for identification
- (c) Posted, faxed and telephone tenders or those completed in pencil.

No compulsory site meeting will be held.

For any supply chain related enquiries, please contact the Chief Financial Officer, Mr PM Dyonase on 051 673 9600 or email, phakamisa@mohokare.gov.za. For technical related questions please contact Mr S Thabeng on 083 635 3934 or email sthabeng@mohokare.gov.za.

Please note that Mohokare Local Municipality does not bind itself to accept the lowest or any tender.

Municipal Manager

Mr TC Panyani

06 November 2015