

# MATJHABENG



# MUNICIPALITY

## REQUEST FOR PROPOSAL (RFP)

RFP NO: 01/06/2016

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### REQUEST FOR PROPOSALS: RFP NO: 01/06/2016 PANEL OF ATTORNEYS FOR A PERIOD OF 36 MONTHS.

Matjhabeng Local Municipality invites **LAW FIRMS** to submit proposals for the panel of attorneys. Bidders will receive **MBD4**, **MBD8** and **MBD9** from Room 121 at Matjhabeng Main Building, Welkom during working hours (07:30 to 16:00). Matjhabeng Local Municipality hereby invites law firms to submit proposals and providing legal assistance to Council's pertaining to the following:

- Municipal Legislation;
- Labour Law;
- Civil Law;
- Criminal Law;
- Contract Management;
- Municipal by-laws;
- Project Management.

RFP documents in sealed envelopes quoting the RFP number, RFP description and addressed to the Municipal Manager, Matjhabeng Local Municipality, P.O Box 708, Welkom 9460 must be deposited in the Tender Box, placed at the entrance of Municipality Offices (Main Building) Corner of Ryk Street and State way, Civic Centre, Welkom or send by mail to the afore-mentioned address. Bids will be opened in public immediately after the closing date and time.

Closing Date and Time: 29th July 2016 at 12h00

Enquiries may be directed to: Ms Tsholofelo Gaborone at (057) 391 3232 / 3155

Supply Chain Enquiries: Mr Lawrence Springkaan (057) 391 3212

**Bidders should take note of the following:**

1. Certified Copy of Company Registration Certificate;
2. Original and Valid Tax Clearance Certificate (**SARS**) or Tax Compliance Status Pin Issued by SARS.
3. Proof of Registration with Law Society;
4. Original or certified B-BBEE Status Level Certificate;
5. Municipal service account/Lease Agreement;
6. Company Profile;
7. I.D Copies of Directors of the Company (Certified);
8. Curriculum Vitae (CV) of Key Personnel;
9. Registered as the member of the Law Society and/or
10. Certified Certificate for admittance as an attorney;
11. Certified Copy of the Fidelity Fund Certificate;
12. Letter from the Law Society of good standing as member of the Law Society;
13. Previous Experience in Similar Projects.

**ADV. Mothusi Lepheana**

Notice No: 27/2016

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**Municipal Manager**