

KOUGA LOCAL MUNICIPALITY (EC108)
DIRECTORATE: CORPORATE SERVICES (OFFICE OF MUNICIPAL MANAGER)
NOTICE 209/2018
APPOINTMENT OF PANEL FOR LEGAL SERVICES

The Kouga Municipality is inviting suitably qualified, competent and professional attorney firms to submit tenders in order to form part of the Kouga Local Municipal's Panel of Attorneys for a period of three (3) years, to render specialized legal advice and services, as and when required.

A compulsory site clarification meeting will be held on **Tuesday, 04 December 2018 at the Council Chambers, Main Office, 33 Da Gama Street, Jeffreys Bay at 10h00**. Note that no attendee arriving 15 minutes late or more will be allowed to attend the clarification meeting.

Tenders

An electronic copy of tender document will be available on E-Tender portal www.etender.gov.za or the municipal website www.kouga.gov.za. Printed copies of the Tender Document will be available at a non-refundable fee of R300 per document as from Friday, 23 November 2018 from the Registry Section, 33 Da Gama Road, Jeffreys Bay, 6330 Tel No: 042 2002200.

Please note:

- Interested Bidders are to take note of the closing dates as indicated in the above-mentioned table.
- Telegraphic, telephonic, telex, facsimile, email or late tenders will not be accepted.
- This contract will be evaluated on the 80/20 point scoring system
- The Guidelines for locally produced goods or locally manufactured goods with a stipulated minimum threshold where applicable will be applied.
- A valid SARS Tax Clearance Certificate and the Tax compliance Status pin must be submitted.
- Prospective Service Providers must register on Kouga Municipality's Supplier database as per the registration requirements.
- The National Treasury Central Supplier Database Summary report must be submitted.
- In order to claim Preference points a valid original or certified B-BBEE Status level Verification certificate from SANAS Accredited Agency or a Sworn Affidavit completed in the DTI format must be submitted to validate the claim.
- The Council reserves the right to accept any tender and, or part thereof, appoint more than one contractor, and does not bind itself to accept the lowest or any tender. The Council reserves the right to appoint any contractor.
- The validity period for submission must be 120 days from the closing date.
- **It is the Service Provider's responsibility to ensure that their bid is deposited in the correct tender box. No bid document delivered at any other venue or tender box than the mentioned one will be considered.**

Any inquiries relating to this tender must be submitted in writing via e-mail to tenders@kouga.gov.za and copied to lopperman@kouga.gov.za

Completed documents in a sealed envelope endorsed "**NOTICE 209/2018; APPOINTMENT OF A PANEL FOR LEGAL SERVICES**", must be placed in the Tender Box in the foyer of the

Municipal Offices at 33 Da Gama Road, Jeffreys Bay on or before **FRIDAY 21 DECEMBER 2018 at 12:00.**

C. DU PLESSIS
MUNICIPAL MANAGER

P.O. Box 21
JEFFREYS BAY
6330

For Placement: Herald – 21 November 2018

Municipal Website/ Municipal Notice Boards in all offices/areas – 21 November 2018