

LEPELLE-NKUMPI LOCAL MUNICIPALITY

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SUPPLY CHAIN MANAGEMENT UNIT

ERRATUM

26 May 2021

**PROJECT NAME: PROFESSIONALSERVICE PROVIDER FOR PANEL OF LAW
FIRM FOR A PERIOD OF 36 MONTHS**

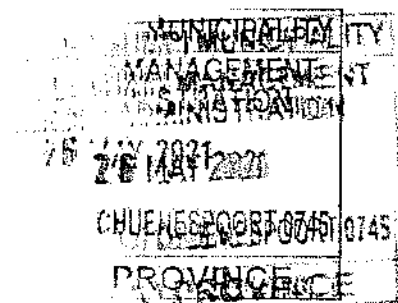
PROJECT NUMBER: LNM041 /2020/21

BELOW FIND ERATTUM:

RESPONSIVENESS AND EVALUATION CRITERIA

1. RESPONSIVENESS CRITERIA

The Lepelle-Nkumpi Municipality will consider no Bid unless it meets the responsiveness criteria:



Pre-qualification criteria for preferential procurement

The Lepelle-Nkumpi Municipality will consider no Bid unless it meets the responsiveness criteria:

That only one or more of the following tenders may respond

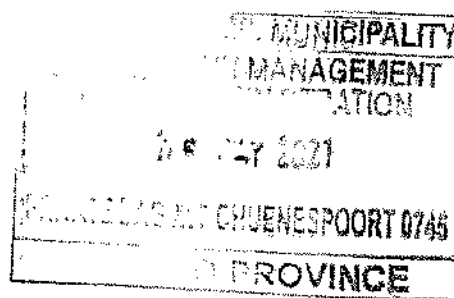
- An EME or QSE
- A tenderer who fails to meet any pre-qualifying criteria stipulated in the tender documents is an unacceptable tender.
- The bid must be properly received in a sealed envelope clearly indicating the description of the service and the bid number for which the bid is submitted.
- The bid must be deposited in the relevant bid box as indicated on the notice of the bid on or before the closing date and time of the bid.
- Tax compliance Pin/ CSD number must be completed in MBD Form 1.
- All MBD documents completed in full and signed
- Alterations must be signed/initialized for.
- Copy of the company registration certificate must be submitted with the bid.
- Certified and valid copy of identity document of Director/Directors
- Submission of a Joint Venture Agreement, where applicable, which has been properly signed by all parties.
- Adhering to pricing schedule.



- Authority for signatory form to be completed and attach resolution in case for more than one director.
- All pages must be initialised
- Compliance with the requirements for the bid and technical specifications.
- Copy of the law firm registration certificate
- Certified copy of the admission as an Attorneys
- Fidelity Fund Certificate
- Letter of good standing for each member of Law Firm from Legal Practice Council
- **THE USE OF TIPPEX WILL AUTOMATICALLY DISQUALIFY YOUR BID**
- Bidders must attach the Statement of Municipal Rates on the municipality letterhead not older than 3 months for the company and all directors (if the Statement of Municipal Rates is not in the name of bidder and all directors affidavit from SAPS must be attached) or letter from Traditional Authority not older than 3 months for the company and all directors or a lease agreement accompanied by Municipal Rates for the company and all directors.
- The bid will be rejected if any municipal rates and taxes or municipal service charges owed by that bidder or any of its directors to the Municipality or Municipal entity, or to any other Municipality or Municipal entity are in arrears for more than three months (90 days)

Recovery of rates in arrears from tenants and occupiers

- (1) If an amount due for rates levied in respect of a property is unpaid by the owner of the property after the date determined in terms of section 26(2), the municipality may recover the amount in whole or in part from a tenant or occupier of the property, despite any contractual obligation to the contrary on the tenant or occupier. The municipality, may recover an amount only after the municipality has served a written notice on the tenant or occupier.
- (2) The amount a municipality may recover from the tenant or occupier of a property in terms of subsection (1) is limited to the amount of the rent or other money due and payable, but not yet paid, by the tenant or occupier to the owner of the property.
- (3) Any amount a municipality recovers from the tenant or occupier of the property must be set off by the tenant or occupier against any money owed by the tenant or occupier to the owner.
- (4) The tenant or occupier of a property must, on request by a municipality, furnish the municipality with a written statement specifying all payments to be made by the tenant or occupier to the owner of the property for rent or other money payable on the property during a period determined by the municipality.



FUNCTIONALITY (TECHNICAL) REQUIREMENTS

Technical / Functionality will be evaluated against the following detailed requirements:

Functionality Scorecard		
Criteria	Scoring guide	Maximum Weights
Company Experience in Similar project –Law Firm must demonstrate experience in providing similar services in local government (Attach certified copies of Letters of appointment and reference letter with contactable References where similar service has been rendered)	5 Letters =40 10 Letters =50 15 Letters = 60 20 and above Letters=70	70
Total		
Experience of the Director in legal matters -The Law Firm must demonstrate that the Director have relevant experience to execute the project. (Attach concise CV of the Director with contactable references)	10 Years =20 5 Years = 10 1-4 Years = 5	20
Total		
Qualifications of key personnel - Law firm must demonstrate that their key personnel are qualified to execute the project(Attach certified copies of qualifications)	Law Qualifications LLB,B Proc degree or Law Degree equivalent= 10	10
Functionality Threshold(Minimum score)		70
Total Points for Functionality		100

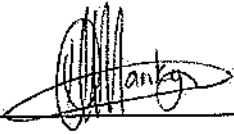
The bidder is expected to score a minimum of 70 points in order to qualify further.

The Closing Date is extended as follows:

Date : 11 JUNE 2021

TIME : 11H00 AM

We apologize for any inconvenience experienced



MANKGA KG

ACTING MUNICIPAL MANAGER