



## Tender Notice and Invitation to Tender

**THEEWATERSKLOOF MUNICIPALITY**, Acting Director: Corporate Services invites tenders for Contract No: **COR 05/2023/24 – PROVISION OF LEGAL SERVICES: APPOINTMENT OF LEGAL SERVICES: APPOINTMENT OF PANEL OF ATTORNEYS FROM DATE OF APPOINTMENT TO 30 JUNE 2026**

Only tenderers who satisfy the eligibility and responsiveness criteria stated in the Tender Conditions and Tender Data (Tenderer's Obligation, Eligibility, 2.1) are eligible to submit tenders.

All bids received shall be evaluated in terms of the Theewaterskloof Municipality Supply Chain Management Policy, read with the Preferential Procurement Regulations of 2022. It is estimated that the 80/20 preference points system will be applicable. Tenders will be evaluated in terms of price and preference.

**The successful tenderer must also be registered on the Centralized Supplier Database (CSD). Tenderers can register on [www.csd.gov.za](http://www.csd.gov.za)**

A set of Tender Documents may be obtained from the Theewaterskloof Municipality, Supply Chain Management Department, 6 Plein Street, Caledon from **Tuesday, 2 May 2023** during office hours Monday to Thursday 07h45-13h00 and 13h45-16h45 and Fridays 07h45-13h00 and 13h45-15h30. **Payment of a non-refundable tender participation fee of R 550.00 (VAT Inclusive) is applicable.** It is an eligibility criterion and is payable by means of electronic transfer or direct deposit only. Proof of payment of the participation fee must accompany your tender document when submitting it. Refer enquiries **only in the aforementioned regard** to Hanro September at [hanrose@twk.org.za](mailto:hanrose@twk.org.za) and Henri-John Philander at [henri-johnph@twk.gov.za](mailto:henri-johnph@twk.gov.za).

All enquiries must be directed to the Directorate Corporate Services to:

Ms. Adielah Jonkers  
Theewaterskloof Municipality,  
Caledon  
7230  
E-mail: [AdielahJo@twk.gov.za](mailto:AdielahJo@twk.gov.za)

The closing time for receipt of tenders is **12h00 on Friday, 2 June 2023** at the Theewaterskloof Municipality, Tender Box 1- at the main entrance, 6 Plein Street, Caledon. Telegraphic, telephonic, telex, facsimile, electronic/e-mailed and late tenders will not be accepted. Tenders may only be submitted on the tender documentation that has been issued. Tenders, completed in full, must be submitted in tender box no. 1 which is located at the entrance to the municipality head office of Theewaterskloof Municipality, 6 Plein Street, Caledon. Please note that the tender box is open 24/7 and that the deposit slot opening is 5 x 30 cm.

Council reserves the right to accept a tender in full, partially or not at all and is not obliged to accept the lowest tender received. Requirements for sealing, addressing, delivery, opening and assessment of tenders are stated in the Tender Data.

**The 80/20 preference point system** in terms of the Theewaterskloof Municipality's Preferential Procurement Policy will be applicable as follows;

**Price 80**  
**Specific goals: (20)**

a) B-BBEE status level of contributor **10**  
b) promotion of local area enterprises **10**  
**Total points 100**

Mr WSE Solomons-Johannes  
Acting Municipal Manager  
Theewaterskloof Municipality  
P O Box 24  
6 Plein Street  
Caledon  
7230