



ANNEXURE B

QUESTIONS & RESPONSES FOR TENDER CORP (L) 04/2025 HELD ON THE 6TH OF FEBRUARY 2025

NO	CONCERN/ QUESTION	RESPONSE
1.	✓ Letter of good standing is normally given to the law firm and not the individuals however the requirement requires the project manager to have a letter of good standing. May you please clarify?	✓ May Be given to individual Attorneys on request
2.	✓ On the discipline of litigation – must the bidder attach the whole case or a summary or can the 1 st & last page be submitted as evidence?	✓ The notice of motion and the summons must be attached
3.	✓ On the discipline of Conveyancing does the municipality require an in-house conveyancer or a consultant will suffice?	✓ Only the in-house conveyancer will be acceptable
4.	✓ Fee structure 30 years' experience being paid R 2000.00 while 1 years' experience being paid R 1 500.00 was consideration to the years of experience considered with the fee structure?	✓ The fee structure was well thought of
5.	✓ Do the ID copies of the directors need to be certified?	✓ No, the ID copies of the directors don't need to be certified as the CSD registration report which is linked to the CIPC will be utilized to verify the authenticity of the ID copies submitted.
6.	✓ If the area of jurisdiction of the law firm or the director/s reside outside Mogale City Local Municipality are of jurisdiction, do they still need to submit their rates & taxes statement?	<p>✓ YES, both the law firm and all its directors MUST submit their rates & taxes statement which is not older than three months (90days) irrespective of their area of jurisdiction. This is in accordance with Nation Treasury Local Government Municipal Supply Chain Management Regulations 38 (1) (d)</p> <p>✓ The rates & taxes must not be older than three (03) months (90 days) as at closing date of the tender & must not be in arrears for more than 90 days as of closing of the tender.</p> <p>✓ The law firm & director/s can submit a municipal statement not older than three months/ valid lease agreement/ rental statement not older than three months / conveyancer letter if property is not yet registered/ original letter on municipality/ metro</p>

NO	CONCERN/ QUESTION	RESPONSE
		letterhead from the councillor or delegate if the law firm or director/s operates/resides from informal settlement
7.	✓ Can the municipality disclose the actual spending for the past two years on legal fees?	✓ The finance of the Municipality is advertised and contained in the IDP document and service Provider are urged to check the IDP document
8.	✓ If four legal firms form a Joint Venture (JV) which firm letterhead, must they use for the for authority of signature?	<ul style="list-style-type: none"> ✓ The lead partners as indicated on the JV agreement letterhead may be used for the authority of signature ✓ Alternatively, all four firms' emblems/logo's can be used on the letterhead
9.	✓ According to the Technical Evaluation Criteria for Pro-Bono Work, the tender specifies that a reference letter from the LPC or any government institution is required. However, the reference letter we have for Pro-Bono work is not from a government institution. Would a reference letter from a private company, indicating that we have previously undertaken pro-bono work, be sufficient?	✓ The criteria on pro-bono remain as it is in the tender document.
10.	✓ On page 23 of the tender, there is a table for previous experience. Could you kindly confirm whether the experience should be linked to the four categories we have selected? Furthermore, could you clarify how many rows need to be filled in the table and the scoring system, if any?	<ul style="list-style-type: none"> ✓ Yes, the experience must be linked to the categories/disciplines you have selected. ✓ The number of rows you complete will be determined by your law firms experience. Page 23 is not scored but must be completed. ✓ The scoring system is from page 63 to 70 of the tender document.
11.	✓ We refer to the above bidding document. In respect of page 22, paragraph 4.7, if the bidder does not have a municipal registration number as required, but has entered a lease, do they need to provide the registration number? Or should we refer to the attached lease agreement.	✓ If you do not have a municipal account, you must refer to your valid lease agreement or rental statement which is not older than 3 months (90 days).