



BID NUMBER: TKZN 02/2015: PANEL FOR THE PROVISION OF LEGAL SERVICES

Tourism KwaZulu-Natal (TKZN) invites interest from registered law firms and individuals who wish to be placed on a Panel for the provision of Legal Services with a view to assisting and advising TKZN on an “as and when required” basis.

SCOPE OF WORK: Specific Activities and Output

The legal firms appointed will form part of a panel of attorneys who will provide legal services to TKZN on an ad hoc basis, and will be instructed as required. The legal firm is not guaranteed instruction on a monthly basis; their services will be used on an “as and when required” basis.

The areas of expertise required by TKZN to be available on the panel are listed below, and Applicants are invited to make proposals in each of the following categories;

- Contract law
- Litigation
- IT and Communication law
- Constitutional, administrative and international law
- Corporate and Commercial law
- Public-Private Partnerships
- Labour and Employment law
- Other

EVALUATION CRITERIA

All proposals received on time will be evaluated in three (3) stages namely: (a) Returnable documents, (b) Functionality and (c) Price and Preference Points.

The functionality evaluation stage will be scored out of 100. Bidders must obtain a minimum of 70 points to be considered for further evaluation.

This bid will be evaluated in terms of the 90/10 scoring system (price and preference points) Subject to sub-regulation (3) of the PPPFA Regulations of 2011; points will be awarded to a tenderer for attaining the B-BBEE status level of contributor.

A compulsory briefing session will be held on **06 October 2015 at 10H30** at Tourism KwaZulu-Natal offices, Suite 303, Tourist junction, 160 Monty Naicker Rd, Durban, 4001. Bid documents will be immediately available after the briefing session on payment of a non-refundable fee of R100 in cash. All enquiries must be raised within three days post the briefing session for this bid. No queries will be entertained after three days, except for those related to the completion of the bid documents.

Applications must be submitted in a sealed envelope on which, the tender number must be clearly marked. The bid documents must be clearly marked with the name and address of the bidder, the Bids number and the closing date. The bid documents must be deposited to the Bids box situated on Ground Floor at Tourist Junction Building offices, 160 Monty Naicker (Pine) Street, Durban, before **12H00 on the 30th October 2015**.

Enquiries can be emailed to Dumisa Masango at dumisa@zulu.org.za.

TKZN reserves the right to accept or reject any bid in response to the advertisement and to withdraw its decision to seek provision of these services at any time. KwaZulu-Natal Tourism Authority reserves the right to seek further information from the applicants, as considered necessary.