

## **INVITATION TO TENDER FOR THE PROVISION OF LEGAL SERVICES TO THE LEGAL PRACTICE COUNCIL**

The Legal Practice Council invites legal firms to tender for the provision of legal services at the following Provincial Offices:

- Gauteng
- Limpopo
- Eastern Cape
- Free State Office
- Mpumalanga

The services required will include, but is not limited to:

- General litigation in relation to the Legal Practice Act
- Administrative Law litigation and advice
- Constitutional Law litigation and advice
- Labour Legislation services, including litigation, investigations and disciplinary proceedings
- Commercial litigation and advice

### **MANDATORY REQUIREMENTS**

1. All practitioners in the legal practice must have paid all amounts due to the Legal Practice Council and must be in good standing at the closing of the bid.
  - This requirement will be verified by the LPC after closing of the bids and bidders not in good standing on the closing date will be disqualified.
2. Applicants must have experience in civil, administrative, constitutional and/or labour litigation.
  - As evidence, bidders should provide references of at least 10 (ten) High Court matters where the bidder was the instructed legal practitioner.

3. Applicant must have at least one legal practitioner who has been in practice for not less than 5 years post admission as at the closing date of the tender, which legal practitioner shall be the lead practitioner for the contract with the LPC.
  - This requirement will be verified by the LPC after closing of the bids.
4. Applicants must submit the detailed resumes of the practitioners at the firm who will be attending to the instructions from the Legal Practice Council.
5. The Applicant must be tax and B-BBEE compliant.
  - Applicant must submit a valid tax clearance certificate or tax clearance verification pin.
  - Applicant must submit a B-BBEE compliance certificate or confirmation as an exempted micro enterprise.

The Council reserves the right to not make an appointment if it so deems necessary. Applicants who have Legal Practitioners who serve on the Legal Practice Council, Disciplinary Committees or Provincial Councils, are not eligible to apply.

An application form is attached hereto for completion.

## **RATES**

Successful firms shall be entitled to bill the LPC for the reasonable cost of work done on a party-and-party scale plus disbursements.

## **CONDITIONS OF APPOINTMENT**

The appointment of firms to the panel will be for a period of five (5) years but will be reviewed annually, with such review to take into account, inter alia performance and cost.

## **SUBMISSION OF BIDS**

The closing date for applications is 29 February 2024.

Applications are to be addressed to the Provincial Offices, the details of which are reflected below.

<p>Gauteng ProcForum Building, 123 Paul Kruger Street, Pretoria Telephone: (012) 338 5800; E-mail: <a href="mailto:directorqp@lpc.org.za">directorqp@lpc.org.za</a></p>	<p>Limpopo No.73 Biccard Street, Suite 6, Maneo Building, Polokwane Telephone: (015) 590 0389; E-mail: <a href="mailto:directorlp@lpc.org.za">directorlp@lpc.org.za</a></p>
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Eastern Cape No.44 Pearce Street, Berea East London Telephone: (043) 053 1025; E-mail: <a href="mailto:directorec@lpc.org.za">directorec@lpc.org.za</a>	Free State Office 139 Zastron Street, Bloemfontein Telephone: 051 447 3237, E-mail: <a href="mailto:directorfs@lpc.org.za">directorfs@lpc.org.za</a>
Mpumalanga No. 01 Parkin Street, The Pinnacle Building Suite 501 Nelspruit Telephone: 017 200 2487 Email: <a href="mailto:infomp@lpc.org.za">infomp@lpc.org.za</a>	

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Ms C Nzuz  
Executive Officer

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1. Name and address of firm?

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2. Does your firm specialise in any particular branch of the law?

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3. If so, please give particulars of the various types of work which your firm undertakes?

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4. Who in your firm will specifically attend to instructions from the LPC if your firm should be appointed on the panel of Legal Practitioners?

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5. Does your firm have an affirmative action policy in place in relation to staff and/or colleagues from disadvantaged backgrounds? If so, kindly submit particulars on how such policy has been implemented in practice.

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6. How many hours of pro bono work has your firm performed in the last year?

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