



## agriculture & rural development

Department:  
agriculture  
& rural development  
**PROVINCE OF KWAZULU-NATAL**

### CALL FOR REGISTRATION OF PANEL OF ATTORNEYS

**THE INVITATION IS FOR SUITABLE QUALIFIED AND EXPERIENCED LAWYERS IN THE FIELDS OF CONTRACT DRAFTING (SERVICE LEVEL AGREEMENTS); LABOUR LAW; LITIGATION; PROCUREMENT IN THE PUBLIC SERVICE TO BE APPOINTED TO A PANEL OF SERVICE PROVIDERS FOR THE DEPARTMENT OF AGRICULTURE & RURAL DEVELOPMENT**

**EOI number: ZNB : 4213/15A**

**Closing date and time: 09 July 2015 at 11h00**

**Compulsory briefing session: No briefing session required**

**DOCUMENTS WILL BE OBTAINED AT CEDARA SUPPLY CHAIN MANAGEMENT CALL CENTRE.**

**Tender documents are to be purchased :**

Lower Ground Floor at the Finance Office(Revenue) Main Building, , Pietermaritzburg 3200  
Purchasing price: R630.00 - Non Refundable per bid document (**Note: Bidders who previously purchased the above bids will be exempted but must produce proof of payment**)

Note: No bid documents will be purchased at the site briefing after 10h00

**Method of Payment : Cash and EFT only**

**Banking Details for EFT Payments: Name of Bank: ABSA**  
**Account Name: KZN Provincial Government –Agriculture**  
**Account No : 4072480963**  
**Branch Type: Cheque Account**  
**Account Code: 630525**  
**Reference No.: 03027001 and Company Name**

Note: EFT Payments must be done at least 3 Days prior to the Briefing Session and proof of payment needs be faxed: 033-3559320 or e-mailed : [neelen.moodley@kzndard.gov.za](mailto:neelen.moodley@kzndard.gov.za) Cash Payments can only be done at the Cedara Cashier's Office from 8H30-13h00 and 13h30-15h00

Technical enquiries

**REQUIREMENTS:**

- All applicants will have to be registered on the KZN Provincial Treasury Supplier Database and must have a registration number
- Certified Company Registration Documents
- Certified ID copies of members or owners
- Company profile
- At least three (3) contactable references
- Original and Valid Tax clearance certificate
- blank cancelled cheque/bank statement
- Certified copy of the B-BBEE certificate (optional)

- Proof of registration with Professional Bodies i.e. Lawyers Association (Law Society)
- A letter of good standing from the financial institution

**The application documents should be deposited in the bid box situated at Department of Agriculture and Rural Development, Supply Chain Management, 1 Cedara Road, Cedara, 3200 or received by post to The Senior Manager: Supply Chain Management, Private Bag X9059, Pietermaritzburg, 3200.**

**NOTE: Should vendors fail to register by the closing date the Department will not be able to utilize the services of that particular vendor**

**Contact details of Coordinators:** Mr A.L. Dlamini tel 033 355 9172 or Ms I. R. Ngiba, tel: (033) 355 9554