



Ekurhuleni Housing Company

Ekurhuleni Housing Company (SOC)

T: +27 (0) 11 825 0158/0151 • F: +27 (0) 86 425 5030 • E: [info@edc.org.za](mailto:info@edc.org.za)

Hanover Building, Cnr Hendrick Potgieter &amp; 7th Ave, Edenvale

W: [www.edc.org.za](http://www.edc.org.za)**TENDER AVDERT****BID NO: EHCPOL/04/23****Issued: 26/04/2022**

DESCRIPTION	CONTACT PERSON	CLOSING DATE & TIME
THE APPOINTMENT OF PANEL OF ATTORNEYS FOR A PERIOD OF THREE YEARS	<b>TECHNICAL:</b> <a href="mailto:Bernadettat@ehco.org.za">Bernadettat@ehco.org.za</a>  <b>SCM</b> <a href="mailto:johnb@ehco.org.za">johnb@ehco.org.za</a> / <a href="mailto:dollyp@ehco.org.za">dollyp@ehco.org.za</a> / <a href="mailto:leratom@ehco.org.za">leratom@ehco.org.za</a>  <b>TELL:011 825 0158</b>	<b>Closing Date: 31 May 2023</b>  <b>Time: 11:00am</b>  <b>Address: Hanover Building</b> Cnr Hendrik Potgieter and 7 <sup>th</sup> Avenue Edenvale 1690

Ekurhuleni Housing Company (“EHC”) is a municipal entity set up in 2000. It was established to undertake the development and management of rental housing stock for low and moderate-income households in the City of Ekurhuleni.

1.1 The Ekurhuleni Housing Company (EHC) would like to invite suitable, qualified and competent law firms of attorneys to send proposals to be considered for inclusion on its panel of attorneys, as ‘preferred service providers’. Preferred service providers imply that the selected law firms are a pool, not necessarily the only contracted service provider. The panel of attorneys will be required to provide legal services to the EHC on an *ad hoc* basis.

- The bid document will be downloadable from the EHC website [www.ehco.org.za](http://www.ehco.org.za) under - Business - current tenders
- Any service provider requiring clarification on any matter, including questions relating to the specifications or tender and evaluation process must contact our supply chain department on tell: 011 825 0158 / email [Johnb@ehco.org.za](mailto:Johnb@ehco.org.za) / [dollyp@ehco.org.za](mailto:dollyp@ehco.org.za) . For any technical enquires email [bernadettat@ehco.org.za](mailto:bernadettat@ehco.org.za)
- Closing date for tender will be the 31<sup>st</sup> May 2023 @11:00am, Bids submitted late will be received, marked as late and will not be considered. Proposals must be deposited in the tender box at EHC Reception, Block A Hanover Building Cnr Hendrick Potgieter & 7<sup>th</sup> Avenue, Edenvale by the closing date. Submission must be hand delivered in a sealed envelope stating bid description: **EHCPOL/04/23 -THE APPOINTMENT OF PANEL OF ATTORNEYS FOR A PERIOD OF THREE YEARS**

- Tenders are valid for 120 days after the closing date. Tenders will be evaluated in three stages: first stage (Disqualifying administrative compliance requirements), second stage (Evaluation for functionality) and third stage (Pricing)

**NB: Bidders must ensure that their bid document(s) is appropriately bound, otherwise it will result in an automatic disqualification. Bid document that are not enclosed in a marked envelop / file will not be opened and will automatically be disqualified.**

**The EHC also reserves the right to, at any time in future, effect any changes it deems necessary to the documentation. The EHC reserves the right to appoint or not to appoint.**

**EHC reserves the right not to accept any proposal, as it may deem expedient. Proposals are subject to the Standard Conditions of Tender and the Supply Chain Management Policy of EHC**

**All prices must be VAT inclusive and include all other related costs.**

Signature:  \_\_\_\_\_ Date: 28 April 2023