

BID NUMBER DHA01-2026: THE APPOINTMENT OF A PANEL OF APPROPRIATELY QUALIFIED SERVICE PROVIDER/S WITH SUITABLE EXPERIENCE TO RENDER INVESTIGATIVE AND REPRESENTATION SERVICES AND PERFORM LABOUR RELATIONS FUNCTIONS ON BEHALF OF THE DEPARTMENT ON AN “AS-AND-WHEN REQUIRED” BASIS, OVER A PERIOD OF THREE (3) YEARS.

Firms may ask for clarification on the tender document or any part thereof, up to close of business 1 week before the deadline for the submission of the bids – The deadline close of business of 30 January 2025.

No.	Questions	Answers
1.	Does the Tender specifically exclude Trust Account Advocates, who are also required to be in possession of a Fidelity Fund Certificate and take direct instructions from clients just like Attorneys do?	The Tender doesn't exclude them provided they have Labour Relations experience and qualifications.
2.	If Trust Account Advocates are indeed excluded from submitting the Tender, what is the rationale behind such exclusion?	N/A
3.	If Trust Advocates are not excluded, but it was an error on your side, are they required to have Professional Assistants or they can submit the Tender in their normal course of practice as Sole Practitioners?	They can submit a Tender as a Sole Practitioner, provided they meet all the requirements.
4.	Kindly assist us with clarity for “Technical Mandatory Requirement 3” on page 22 of the bid document. Should the firm/practitioner not have the certificate of accreditation, does it become an automatic disqualification or does the bidder lose points?	The law firm is not automatically disqualified; however, a Labour Relations Practitioner should be accredited with CCMA.
5.	<i>Fee structure</i>	

<p>"Service provider(s) should quote their AA rates per hour/per day or LPC rates for the resource(s) to be used..."</p> <p>And <i>Clause 4.4</i> . on page 16 of 36 as well at the table below;</p> <p>"Be deemed to have satisfied itself as to the correctness and sufficiency of the rates and prices set out in the contract for the work to be rendered..."</p> <p>Please would you advise if we are to furnish the DHA with rates that are in line with those of the DPSA for submission of this panel for our proposed resources (this would be to complete the pricing tables provided) or after the award?</p> <p>For the table below, are to complete these for the submission in accordance with the DPSA rates or we are welcome to use our standard rates and these can be negotiated at a later stage?</p> <p>In relation to the CCMA Accreditation note that there is no CCMA accreditation as we are not CCMA Commissioners. Will it be permissible for us to produce our admission certificates and LOGS from the Law Society to meet the requirement?</p>	<p>AA rates are as per subsistence and travel rates issued by the Department of Transport.</p> <p>Yes, as per DPSA rates.</p> <p>Yes, you can produce admission certificate.</p>
--	--

Labour Relations practitioner professional fees	Quantity/hour	Rate in Rands (in accordance with the applicable DPSA rates)
Consultation and interviews	1	
Perusal of documents	1	
Drafting of letters, emails and formal notices	1	
Analysis of evidence	1	
Research / preparation and presentation of report	1	
Sub-total 2	5	

6.

Clarity with regards the LLB qualifications whether will we be disqualified if our attorneys have LLB only but they do have experience in the field of labour and employment law or we are allowed to bid with the LLB qualifications

The requirements is that they must have both LLB and Labour Relations qualification.