



ZNT 05/25/26: APPOINTMENT OF A PANEL OF PRIVATE ATTORNEY FIRMS TO BE USED BY LEGAL SERVICES ON AN AD-HOC BASIS FOR A PERIOD OF 3 YEARS

QUESTIONS AND RESPONSES

1. Do we submit one tender document even if more than one area of category has been chosen?
Response: Page 44 of the bid document paragraph 8 -requires separate proposal for each category.
2. Does a law firm with one Attorney and one candidate Attorney, not qualify for this bid?
Response: The firm is required to have two admitted attorneys; a candidate attorney is not an admitted attorney.
3. I would like to ask if the Firm has 4years, 10months will be disqualified.
Response: The requirement is that the firm must be in existence for 5years so 4 years and 10 months will be disqualified
4. In reviewing Clause 5 of the scope of work, we note that the requirement is stated as "litigation/arbitration" across several areas of legal practice .We would like to seek clarification on whether law firms are expected to demonstrate capacity to handle both litigation and arbitration in each of the listed areas, or whether it is acceptable to focus on either litigation or arbitration only when submitting our proposal.
Response: You can demonstrate capacity to handle either litigation or arbitration or on both depending on your experience.
5. Please confirm whether a quotation will be required before allocation of work to panel attorneys each time there's work to be awarded?
Response: As per page 43 of the application document, a quotation will be required before allocation of work to any of the attorneys listed on the panel attorneys before any work is awarded.
6. Page 6 to 7 – do we have to complete/fill out/tick these pages?
Response: No, it is for evaluation purposes only and will be completed by the Department.
7. If we are bidding for more than one category, should we complete three (3) bid documents or one (1) bid documents attaching three (3) proposals for each category that we are bidding for?

Response: Page 44 of the bid document paragraph 8 -requires separate proposals for each category.

8. Should we submit 1 (one) or three (3) sets of administrative/supporting documents for each proposal and;

Response: one original set of administrative/supporting documents for each proposal is required.

9. CVs for each category or only one.

Response: CVS for each category that you submitting for is to be provided.