



TERMS OF REFERENCE

APPOINTMENT OF A SERVICE PROVIDER TO GRANT ACCESS TO LEGAL RESEARCH TOOL/LAW LIBRARY

RFQ/JHB/2023/086

**QUOTATIONS TO BE SUBMITTED BY
NOT LATER THAN 29 SEPTEMBER 2023 AT 11H00**

1. Introduction

- 1.1. The Housing Development Agency (HDA) is a national public development agency, established by an Act of Parliament (Act 23 of 2008). The HDA promotes sustainable communities by making well-located land and buildings available for the development of human settlements. As its primary activity, the HDA assembles state, private and communal land and buildings and releases it for development. In addition, the HDA provides project delivery support services to organs of state at local, provincial and national level. For further information please visit www.thehda.co.za for more information.
- 1.2. The HDA seeks to appoint a service provider to provide the HDA with access to a digital Legal Research Tool to access amongst others: National and Regional Legislation; Updated Case Law; Labour Law books and Case Law and Corporate Laws with Companies Act commentary.

2. Description

- 2.1. The HDA seeks to contract with a service provider that can provide a digital platform to be used, in order to access and/or obtain legal research and/or information, the latest legal developments and best practices in the legal sphere.

3. Scope of work

- 3.1. The Service Provider is required to provide licences for three (3) users, accessing the platform simultaneously.
- 3.2. To provide access to legal research and/or information *inter alia*:
 - National Legislation
 - Legal Citator
 - Current Awareness
 - Gazettes
 - Judgments Online
 - All SA Law Reports (1828-Current)
 - Prentice Hall Reports (1922- 1995)
 - Appellate Division Reports (1910 To 1946)
 - LAWSA
 - Beaumont's
 - Silberberg and Schoeman's The Law of Property
 - Labour and Employment Law for Lawyers
 - Strikes and the Law
 - Henochsberg on the Companies Act *Includes King IV Report
 - Business Contracts Compendium
 - King III Report on Corporate Governance
 - Access to repealed legislation.
 - Christie's Law of Contract in SA

- Precedents
- In addition, the system must have word/phrase search capability.
- Ability to download/print extracts from the platform.
- Access to repealed legislation

4. Training

- The appointment service provider must train the 3x resources that will utilize the system.

5. Contract Duration

5.1. The contract will be valid for a period of thirty-six (36) months.

6. Pricing Schedule

No.	Description	Quantity	Year 1	Year 2	Year 3
1.	Licence Fee	3			

- **Does the offer comply with the specification(s)?** ***YES/NO**

**** "all applicable taxes" includes value- added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies.**