**APPLICATION FOR PREQUALIFICATION FOR PROVISION OF LEGAL SERVICES**

The legal services being procured include but not limited to: Civil Litigation and Practice, Commercial Law, Labour Law, Constitutional Law, Arbitration & Alternative Dispute Resolution Law and Practice, Tax Law, Land Law & Conveyancing, Public Private Partnership Law, International Law and Environmental Law. The services are required in Kenya.

1. Firm Name: Click here to enter text. Date : Click here to enter a date.
2. P.O. BOX Click here to enter text. Code : Click here to enter text. Town : Click here to enter text.
3. Email Address Click here to enter text.
4. Telephone Numbers Click here to enter text.
5. Physical Address Click here to enter text.
6. County Click here to enter text.
7. Incorporation Certificate No Click here to enter text. VAT Registration No : Click here to enter text. PIN Certificate No : Click here to enter text.
8. List the Kenyan Counties where the firm has Branches or Partnerships
   1. Click here to enter text.
   2. Click here to enter text.
   3. Click here to enter text.
   4. Click here to enter text.
   5. Click here to enter text.
   6. Click here to enter text.
   7. Click here to enter text.
   8. Click here to enter text.
   9. Click here to enter text.
   10. Click here to enter text.
9. List the Firms areas of expertise
   1. Click here to enter text.
   2. Click here to enter text.
   3. Click here to enter text.
   4. Click here to enter text.
   5. Click here to enter text.
   6. Click here to enter text.
10. Credit facility to be offered : 
11. Provide copies of the following statutory documents
    1. Certificate of Incorporation
    2. Business Permit
    3. Tax Compliance Certificate
    4. PIN Certificate
    5. Audited accounts for the last 3 years
    6. List of partners / associates with years of services and copies of Practicing Certificates
    7. List of Professional Staff & copies of Certificate
    8. Company Profile
12. Has the firm taken Professional indemnity? ****

If YES, please indicate the value and attach a copy KES Click here to enter text.

1. Has the firm been engaged in the past or pending litigation against Davis & Shirtliff Ltd? 

If YES, please explain : Click here to enter text.

1. Has the firm had serious complaints raised by customers? 

If YES, please explain : Click here to enter text.

1. Provide list of references and type of matters handled and concluded in the last 12 months

**AUTHORIZED SIGNATURE**

Name : Click here to enter text. Sign : Click here to enter text.

Position : Click here to enter text. Date : Click here to enter a date.

Official Stamp :

*Completed documents should be submitted by email to* [*legal.hr@dayliff.com*](mailto:legal.hr@dayliff.com) *latest by close of business on 24th August 2018. Davis & Shirtliff reserves the right to accept or reject any application without giving reasons for the decision. Canvassing will lead to automatic disqualification.*