

Tender 80C 2025/26- non compulsory briefing session 21 October 2025

Summary of Key Points

Purpose of Tender 80C

- A **framework tender** for urban research services across five categories:
 1. General Research Services
 2. Monitoring & Evaluation
 3. Economic Appraisal
 4. Scenario Planning & Modelling
 5. Surveys
- Replaces Tender 211C, aiming for **greater efficiency** and **reduced lead times**.

Structure

- **Three-year duration**
- **Primary and secondary service providers** per section
- Bidders may apply for **one or multiple sections**

Evaluation Criteria

- **Depth:** Number of relevant projects
- **Breadth:** Coverage of research activities
- **Survey section:** Evaluated by scale, instruments, and sampling approach

Submission

- Use original tender documents (PDF format)
- Additional annexures allowed for detailed project descriptions
- Pricing must include inflation estimates for years 2 and 3
- Qualifications and experience must match resource categories
- Tenderers to provide evidence of experience by either using links or manually delivering the bid

Questions & Answers

Question	Answer
Can pricing be included in the technical proposal?	Yes, it can be included in the overall submission.

Question	Answer
Do we need to submit evidence of qualifications?	Not at this stage; only when responding to a work brief.
Are international qualifications acceptable?	Yes, but may need SAQA equivalence.
Can focus groups be counted under survey research?	No, focus groups are only counted under Part A (General Research).
Can we decline briefs if we lack the skill set?	Yes, the secondary provider will be approached if the primary declines.
Can project schedules be submitted in Excel?	Yes, Excel or Word formats are acceptable.
Can we extract the tender document into Word for submission?	No, use the original PDF; annexures can be added for overflow.
How to handle confidential projects?	Provide redacted summaries or contactable references.
Is experience considered if qualifications are below the minimum?	Minimum qualifications (e.g., Master's for senior roles) are required.
How are evaluation scores calculated across sections?	Each section is scored independently; bidders may succeed in one or more.
Can projects be repeated across sections?	Yes, if relevant to multiple research activities.

Clarification: the following question was answered incorrectly in the briefing session. The correct answer is that all submissions must be made in hardcopy format, to the Tender desk in the Civic Centre.

Question:	Answer:
Must submissions be uploaded to the City's e-portal?	Yes, or submitted manually at the tender desk.

“2.2.12.9 Tenderers shall properly deposit its bid in the designated tender box (as detailed on the front page of this tender document) on or before the closing date and before the closing time, in the relevant tender box at the Tender & Quotation Boxes Office situated on the 2nd floor,

Concourse Level, Civic Centre, 12 Hertzog Boulevard, Cape Town. If the tender submission is too large to fit in the allocated box, please enquire at the public counter for assistance”