

Tender Reference: SCI/PCM/05/2026
28 May 2026

NOTICE TO BIDDERS: TENDER ADDENDUM FOLLOWING COMPULSORY BRIEFING SESSION

APPOINTMENT OF A PANEL OF INTEGRATED CREATIVE MEDIA SERVICE PROVIDERS FOR VIDEOGRAPHY, PHOTOGRAPHY, GRAPHIC DESIGN AND MULTIMEDIA CAMPAIGN SUPPORT SERVICES FOR THE “WHERE GIRLS ARE SEEN, MOVEMENTS BEGINS” CAMPAIGN

Dear Bidders,

Following the compulsory briefing session held on 28 May 2026, Soul City Institute (SCI) would like to thank all participating bidders for their valuable engagement, inputs, and clarification requests.

Based on feedback received during the session, SCI has reviewed certain elements of the tender documentation to improve clarity, strengthen practicality, and ensure alignment with the intended panel-based procurement approach.

The following high-level amendments and clarifications will be incorporated into the revised tender documentation:

1. PANEL-BASED APPOINTMENT APPROACH

The tender has been clarified to reflect SCI’s intention to appoint a non-exclusive panel of service providers across different specialist capabilities and geographical locations.

Appointment to the panel will not constitute a guarantee of work allocation or exclusivity.

2. RATE CARD / PROFESSIONAL PRICING STRUCTURE

The pricing schedule (Annexure C) has been revised from a fixed deliverables-based structure to a professional rate card structure.

This amendment is intended to:

- accommodate the varying nature and complexity of multimedia assignments.
- improve pricing flexibility across future campaigns and projects.
- enable fairer comparative evaluation across bidders; and
- support future project-specific quotation requests from appointed panel members.

3. PROJECT-SPECIFIC QUOTATIONS

SCI has clarified that appointed panel members may, where required, be requested to submit project-specific quotations aligned to:

- specific campaign requirements.
- geographical considerations.
- specialist production requirements.
- timelines and logistics; and

- approved project scopes.

4. TRAVEL & ACCOMMODATION

SCI has clarified that accommodation, flights, and major travel arrangements will generally be coordinated directly through SCI's approved travel management processes or appointed travel service providers.

Private vehicle usage, where approved, will be reimbursed based on the prevailing AA rate per kilometre.

5. EXPANDED SERVICE CATEGORIES

The tender documentation has been updated to further strengthen alignment between:

- videography services.
- photography services.
- graphic design and multimedia support services.
- social media toolkit development; and
- live streaming and digital production support requirements.

6. FLEXIBILITY OF PANEL UTILISATION

SCI has clarified that work allocation across panel members may be determined based on:

- specialist expertise.
- supplier capability.
- geographical location.
- operational requirements.
- availability.
- project suitability; and
- value for money considerations.

Bidders are requested to carefully review the revised Annexures A, B, and C once issued and ensure that submissions fully comply with the updated requirements.

All other tender conditions remain unchanged unless specifically amended through the revised documentation or further written communication issued by SCI.

SCI appreciates your continued interest and participation in this tender process.

Regards,

Soul City Procurement Department

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