



## SOUL CITY INSTITUTE NPC

Company reg no: 1995 / 010944 / 08 | NPO reg no: 012-983 NPO

Block D, 05th Floor, Sunnyside Office Park  
32 Princess of Wales Terrace, Parktown, 2193

P O Box 1290, Houghton, 2041, South Africa

Tel: +27 11) 341- 0360  
soulcity@soulcity.org.za | www.soulcity.org.za

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## **1. ORGANISATIONAL OVERVIEW**

Soul City Institute (SOUL CITY) is an intersectional feminist organisation, working to ensure that girls, young women and gender minorities enjoy substantive equality, with access to resources and opportunities that enable them to live fulfilling lives.

SOUL CITY is guided by the South African Constitution, with a focus on parts such as Section 27 that outline that everyone has the right to have access to healthcare services, including reproductive healthcare. We work tirelessly to make these and other rights such as the right to freedom, dignity and equality a reality for all, particularly for those who find themselves on the margins of oppression. SCI operates according to the principles and values of human rights, using an intersectional approach to ensure that nobody is left behind in the goal of eradicating poverty and ensuring equity for all.

SOUL CITY has been successfully implementing comprehensive services across social justice and feminism across the country for the past 28 years, targeting key and vulnerable populations including girls, young women and gender minorities amongst others.

## **2. BACKGROUND**

The Global Fund (GF) and National Department of Health (NDOH) are funding and supporting the National rollout of Soul Buddyz clubs across all primary schools in South Africa. Part of the programme activities to support the clubs is the provision of materials and support materials for each province through once-off printing.

## **3. SCOPE OF WORK**

3.1. Soul City Institute wishes to engage an experienced organisation to provide services for the printing of the Soul Buddyz material. The materials should be printed as per the specifications below:

### Soul Buddyz Zone

- 52 Pages self-covered printed in full colour throughout
- Style and finish, saddle stitched wires and trim flush
- Size 275 x 210 mm
- Gloss 115gsm

### Soul Buddyz Unit Guide

- 32 Pages self-covered printed in full colour throughout
- Style and finish, saddle stitched wires and trim flush
- Size 275 x 210 mm
- Gloss 115gsm

### Facilitator/Educator Guide

- 40 Pages self-covered printed in full colour throughout
- Style and finish, saddle stitched wires and trim flush
- Size 275 X 210mm
- Gloss 115gsm

3.2. The materials should be printed as per the quantities below:

NDOH Quantities

Soul Buddyz Zone (15 PER CLUB)	10,500
Soul Buddyz Unit Guide (2 PER CLUB)	1,400

GF Quantities

	<b>AFSA</b>	<b>BZ</b>	<b>NACOSA</b>
Soul Buddyz Zone	2,250 & 30 extras	3,160 & 20 extras	2,415 20 extras
Soul Buddyz Unit Guide	900 & 30 extras	864 & 20 extras	966 & 20 extras
Facilitator/educator guide	300 & 30 extras	288 & 20 extras	322 & 20 extras

**Extras should be packed separately**

**4. EXPERTISE & CAPACITY REQUIREMENTS**

To successfully fulfill the requirements of this tender, interested bidders must demonstrate the following:

- Proven Experience in High-Quality Printing Services
  - Demonstrated track record of handling similar large-scale printing projects, preferably for non-profit or educational materials.
  - Proven ability to manage multi-material production, including documents with specifications such as full-color prints, saddle-stitched wires, and gloss finishes.
- Capacity for Large-Scale Production
  - Infrastructure capable of meeting high-volume demands (e.g., printing and finishing over 10,000 copies of materials).
  - Ability to handle multiple printing specifications simultaneously to ensure synchronized delivery for both the National Department of Health (NDOH) and Global Fund requirements.
- Team Expertise
  - Availability of skilled personnel to oversee the entire production and distribution process.
  - Submission of CVs for key team members, detailing their relevant qualifications and experience.
- References and Previous Work
  - At least three business references from organizations of similar size or nature.

- Examples of past projects or goods produced that match the specifications outlined in this tender.

## **5. ESTIMATED PROJECT DURATION**

Printing of all materials should be completed by 14 February 2025.