



February 25, 2021

Notice of SANEF Election Services Tender for the 2021 Municipal Elections

Introduction

The South African National Editors' Forum (SANEF) consists of editors and senior journalists operating in print, broadcasting and digital mainstream at national as well as some regional and community media levels. It also serves media trainers and academics from major journalism departments and training institutes in the country.

SANEF's vision is to promote the quality and ethics of journalism, to reflect the diversity of South Africa, and to champion freedom of expression.

For the 2019 National and Provincial elections, SANEF created an [election portal](#) on its website, providing journalists with election training material, reporting resources and election updates.

Municipal elections coverage objectives

For the 2021 Municipal Elections due to take place in August/September/October 2021, SANEF will provide similar support to journalists from both mainstream and community media to:

- in the run-up to the elections, effectively cover the role of local municipalities to provide basic services and social support for the development and upliftment of communities
- strengthen their ability to provide informed and insightful election coverage

Coverage resources and training for local government and election reporting

The SANEF 2021 Municipal Elections Portal will require a **data dashboard** using mainly open data sources and featuring up to date information on topics such as:

- Service delivery, demographic and economic datasets on city/district/town/ward level
- Municipal budgets, income, expenditure, infrastructure and capital projects, as well as audit outcomes, including links to Auditor General reports
- Previous election results, plus 2021 parties, candidates and results as released by the IEC

- Links to relevant municipal reporting resources and datasets published by organisations like COGTA, SALGA, SACN, Àfrica Check, Centre for Environmental Rights, Imali Yethu, Children’s Radio Foundation, Corruption Watch, Democracy Works Foundation, EISA, HSRC, MMA, My Vote Counts, Public Affairs Research Institute, Public Service Accountability Monitor and other useful resources

Media outlets should be able to customise the municipal datasets, add their own information and publish it on their own online services.

The first version of the dashboard should be ready by end of May 2021 for training and reporting, and should be updated as more datasets and updates become available, including during the election results reporting period.

The data dashboard team should also be available to participate in election coverage training coordinated by SANEF in the period May to July 2021, to provide **training to journalists on the editorial use the resources in the data dashboard**, in support of the coverage objectives stated above. The training will target both mainstream and community media in all the provinces, in online, at-venue and hybrid formats. The training should include using municipal financial and other data to develop story ideas to hold local government to account.

Tender document:

Prospective companies and individuals should submit a document that contains the following:

1. Name of company/individual and contact details including company registration and ID numbers of representatives;
2. Profile and references, including company diversity information;
3. Information on and examples of similar work done in the past: on elections, resources for journalists, open data projects, etc;
4. Outline of how the company/individual would approach the project, the concept for a data dashboard, the roll-out schedules for updated versions and data, and support for the dashboard until after the elections;
5. The total costs for building, updating and maintaining the data dashboard;
6. Outline of how the company/individual would approach the in-person venue training as well as the online training on the data dashboard, and how journalists can be trained to use the data for stories;
7. The costs for the different training options: half day or full day in-person venue training (for example, in Gauteng, Western Cape, KZN, Eastern Cape) as well as 2 hour, 4 hour or 6 hour online training sessions.

Shortlisted bidders may be asked to present to the SANEF management team.

Date of final submission: 5 March 2021

Contact details for submission:

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Please note the decision of the SANEF Management Committee is final and no correspondence will be entered into with unsuccessful bidders.