



Invitation to Tender

Title: VAWG in Scottish Councils Research Project

Deadline for receipt of tender proposals: 8th November 2024

Delivery date: The research findings and summary report need to be completed by 30th April 2025

Background:

Engender is Scotland's feminist policy and advocacy organisation. We have a vision for Scotland in which women and men have equal opportunities in life, equal access to resources and power, and are equally safe and secure from harm.

Engender's [Equal Representation project](#), aims to support the creation of a Scotland where our elected representatives truly reflect the diversity of the population. Through this work, Engender has been informally made aware of incidents of misogyny, everyday sexism and violence against women in elected office occurring in Scottish councils. These incidents are extremely concerning, particularly given the negative impact they have on women's representation and participation in democratic and policymaking processes.

Engender's [Delivering Equally Safe project](#) focuses on how different areas of public policy can prevent VAW from occurring by tackling its root cause: women's inequality. Women's perspectives and experiences in the policy process are vital to the production of policies that address this inequality and promote women's safety. However, the prevalence of VAW in councils, along with the cultures and structures that enable it, may be preventing women's meaningful participation in local government policymaking.

This research project is relevant to both strands of this work and will seek to explore the prevalence and types of these behaviours occurring in Scottish councils. It will also examine the impact of these behaviours on women councillors' safety and capacity to carry out their duties. This work will also be informed by a cross-party Advisory Group of women councillors in Scotland which is coordinated by Engender.

Purpose:

We are seeking a consultant to conduct research with women councillors and other relevant stakeholders to examine experiences of sexism, misogyny and VAW within Scottish councils. The consultant will then be expected to collate findings and produce a detailed summary report for Engender.

Following the conclusion of the research, Engender will use the findings to inform the development of their own report which will explore the prevalence of this violence, the ways it manifests in councils, women's experiences of reporting, and the impact of this violence on women's capacity to participate in local policymaking and decision-making.

Role of the consultant:

Engender strives to adhere to intersectional, feminist principles and is committed to ethical research practices. All proposals must demonstrate how these principles and practices will be implemented.

The consultant will be expected to:

- Conduct an online survey for women with present or past experience of being a councillor in a Scottish council to gather information on their experiences of violence, reporting procedures and the impact on their participation in policymaking processes
- Carry out 15 interviews with a selection of survey respondents and members of Engender's Advisory Group on VAW in Scottish Councils on key themes; produce transcripts and thematic summaries
- Undertake a desk review of relevant council structures, operations and policies that contribute to an enabling environment for VAW to occur in Scottish councils
- Work with Engender staff to agree on an approach for the analysis of the research
- Produce a report outlining the main findings from the research (surveys, interviews and desk-based research)

We are seeking a consultant with experience or knowledge of:

- A feminist analysis of violence against women and girls and the underrepresentation of women in politics
- Scottish local government and barriers to women's equal representation in politics
- The concept of primary prevention of violence against women and girls
- Research methods, including survey design, interviews and desk-based research
- Evidence gathering and analysis
- Presenting main findings

Deliverables / Outputs:

- A report outlining the findings of the survey, interviews and desk-based review
- Case study interview transcripts
- Survey data presented in Excel

Section 2

Evaluation criteria

To assist our evaluation of your tender submission, please ensure you clearly demonstrate how you meet each of the criteria with specific examples. Your responses should be supported by evidence/previous successful implementation of projects of a similar nature.

	Criteria
	<p>Sound understanding of issues relating to unequal representation in local government in Scotland</p> <p>Sound knowledge of issues relating to men’s violence against women, including the causal relationship</p> <p>Experience conducting small-scale research projects</p> <p>Experience of designing, delivering and analysing surveys and interviews</p> <p>Experience of analysing research materials</p>
	<p>Please detail relevant information about your bid in respect of:</p> <ul style="list-style-type: none"> • Your ethical values, including commitment to intersectional equality • How you will manage any risks to this project

Schedule of Charges

Bidders shall complete the schedule of charges below estimating the number of days and any additional costs. The total fixed price will be inclusive of VAT and inclusive of expenses and all costs to be incurred. The maximum available for this stage of the project is **£15,500** (inclusive of the costs of engagement activities)

Expenditure	Quantity	Unit costs	Total
Sub-total			
VAT			
Total Price including VAT and expenses (<i>this figure will be used to calculate your price score</i>)			

Instructions to tenderers

Please submit your tender offer in accordance with all of the instructions, requirements and specifications set out in this document.

Nothing in this documentation, or any other communication made between Engender and any applicant, can be considered a contract or agreement at this stage.

All commissioned work will need to adhere to your institution's Research Ethics Guidelines, Code of Conduct and Safeguarding policies if applicable.

Tendering

Engender reserves the right to disqualify or reduce the evaluation score of any tenderers who do not fully comply with the requirements in the tender documentation, in particular the closing time and date.

Engender reserves the right to evaluate proposals on a variety of criteria. The tender with the lowest price will not automatically be accepted.

Engender is not responsible and will not pay for any expenses or losses you incur during, but not limited to, the tender preparation, post-tender negotiations or interviews.

Return of Tender

You must complete and submit your tender response/proposal electronically by the tender response deadline of **8th November 2024**. Please send completed proposals to Catriona Kirkpatrick at catriona.kirkpatrick@engender.org.uk with the subject line "VAW in Councils Research".