



Invitation to Tender

Title: Equal Representation 2025/26 candidate research

Deadline for receipt of tender proposals: 5pm, 15th September 2025

About Engender:

Engender is Scotland's feminist membership organisation, established over 30 years ago to advance equality between women and men. As a registered charity, we envision a Scotland where women and men have equal opportunities in life, equal access to resources and power, and equal safety and security from harm. We address persistent gender inequalities through evidence-based research and analysis, policy advocacy with decision-makers, and empowering women to campaign for systemic change.

Engender's Equal Representation in Politics Project aims to help create a Scotland where there is sustainable equal representation of women in all their diversity in politics, ensuring women's perspectives shape decision-making, reducing gender inequality, and creating better outcomes for women and society.

The project seeks to create change by encouraging all those who hold power to shape the political landscape, including political parties, councils, government, and parliament, to take action to increase the representation of women and improve levels of diversity among women's representation.

Role of the consultant:

We are seeking a consultant:

- To review and collate a list of women MSPs who have publicly stated that they intend to stand down before the Holyrood 2026 elections.
- To review and collate the reasons given publicly by these MSPs for reaching the decision to stand down.
- To compile a list of candidates for each major party for the Holyrood 2021, broken down by protected characteristic where possible
- To compile a list of candidates for each major party for the Holyrood 2026, broken down by protected characteristic where possible

- To create and circulate a survey, and analyse and collate findings, of all women MSPs standing down on the factors that influenced their decision

We are seeking a consultant with experience or knowledge of:

- Research
- Evidence gathering
- Survey design
- Presenting findings
- Intersectional gender equality

When and where:

The start date of the project is negotiable, but is expected to be around **Monday 22nd September 2025**, and the deadline for completion will be around **November 17th 2025**

How to apply

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>Detail knowledge and skills that you have to deliver this project, including any relevant examples - we would particularly like to know about the following skills and knowledge:</p> <ul style="list-style-type: none"> • Confident communication • Research skills • Attention to detail • Track record of accurate data collection and collation • Ability to work to timescales • Understanding of intersectional gender equality

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. It is anticipated that this project will require around 10 days of work. The maximum available for this stage of the project is £5,000.

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.

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 **5pm Monday 15th September 2025**. Please send completed proposals to Catriona Kirkpatrick at catriona.kirkpatrick@engender.org.uk with the subject line 'Equal Representation Candidate Research'.