



REQUEST FOR INFORMATION (RFI): SUPPORTING, ACTIVATING AND RUNNING COASTAL UNIVERSAL ACCESS PROGRAMMES FOR PERSONS WITH DISABILITIES

TO UNDERSTAND WHAT FULLY RESOURCED AND OPERATIONALLY ACTIVE NON-PROFIT (NPO) ORGANISATIONS AND/OR COMMUNITY BASED ORGANISATIONS (CBO) ARE ACTIVE ON THE CITY'S COASTLINE IN SUPPORTING, ACTIVATING AND RUNNING COASTAL UNIVERSAL ACCESS PROGRAMMES FOR PERSONS WITH DISABILITIES

1. Purpose

- 1.1. This is a Request for Information (RFI) relating to the provision of coastal universal access programmes for persons with disabilities and the activation of daily access, therapy based programmes and the associated education and awareness of the general public as it relates to universal access and water based therapy identified in a facility at Muizenberg Beach
- 1.2. The City of Cape Town is exploring appropriate NPO and CBO service offerings that can support, activate, drive and support constant universal access in a facility at Muizenberg Beach.
- 1.3. This RFI seeks to gather market intelligence on existing, operationally active organisations that meet 1.2 above

2. Background

- 2.1. The marine and coastal environment is an integral part of the City of Cape Town.
- 2.2. Access to the marine and coastal environment is a Constitutional Right and offers substantial and demonstrated health benefits to people.
- 2.3. Daily universal access to the marine and coastal environment can be severely limited and difficult for persons living with disabilities and the importance of activating universal access every day at a recognised location holds enormous public benefit.
- 2.4. Well resourced, established and functional universal access linked to structured programmes is essential to the well being of Cape Town. For the purposes of this RFI, 'fully resourced' means an organisation with dedicated adaptive equipment, qualified personnel spanning clinical, therapeutic and coaching disciplines.

3. Request for Information

- 3.1. The City of Cape Town is testing the market to understand what organisations exist that can offer universal access support, programmes, activation, expertise and empowerment and related public education and awareness programmes.

3.2. This Request for Information (RFI) is not a request for proposal, request for quotation, offer or invitation for bid, nor does its issuance restrict the City of Cape Town in its eventual implementation activities.

3.3. The responses to the Request for Information will provide the City of Cape Town with information about organisations currently operational on the coastline and their capabilities with the aim of collecting information on multiple products and solutions offerings.

3.4. The City invites all relevant organisations to respond to this RFI.

4. **Timeline**

4.1. RFI Release date: 05 May 2026

4.2. RFI Closing date: 05 June 2026

5. **Required Information**

5.1. In order for the City to understand which organisations offer universal access support, programmes, activation, expertise and empowerment the following information is needed:

- a) No-Profit Organisation or Community Based Organisation registration
- b) List of operational bases and support, together with the respective location(s)
- c) List of personnel numbers available in the organisation
- d) List of qualifications and expertise within the organisation including evidence of clinical, therapeutic or health science qualifications relevant to adaptive programming for persons living with physical, intellectual, cognitive, sensory or psychosocial disabilities
- e) Brief documented history of the organisation
- f) List of successes in universal access support, programmes, activation, expertise and empowerment and related public education and awareness programmes including evidence of structured therapy-based programmes and measurable participant outcomes
- g) List of reputable references
- h) Evidence of formal public education and awareness initiatives relating to universal access and water-based therapy delivered to the general public

6. **Interaction with Respondents**

6.1. Respondents are advised that The City reserves the right not to utilise information gathered during the RFI process

6.2. Please contact Gregg Oelofse Gregg.oelofse@capetown.gov.za should you have any technical queries.

7. **No Obligation**

- 7.1. This RFI places no obligation on the City of Cape Town to embark on any subsequent process to obtain any product or solution offering listed herein and respondents hereto shall obtain no preference or favour by responding to the Request for Information.
- 7.2. The City of Cape Town is bound by relevant legislation and formal procurement and other procedures and therefore will follow these procedures should a need arise to procure any technologies in the future.
- 7.3. Responses to this RFI are voluntary. Do not include any proprietary, classified, confidential, trade secret, or sensitive information in your response. The responses will be reviewed by City staff, and individual feedback will not be provided to any respondent. The City of Cape Town will use information submitted in response to this Request for Information at its discretion. The City of Cape Town reserves the right to use any submitted information on its public websites, in reports, in summaries, in any possible resultant solicitation(s), grant(s), or cooperative agreement(s), or in the future development regarding this subject.
- 7.4. This RFI is for information and planning purposes only and shall not be construed as a solicitation, grant, or cooperative agreement, or as an obligation on the part of the City of Cape Town. The City of Cape Town will not pay for the preparation of any information submitted or for the use of such information nor undertakes to protect what the respondents deems to be proprietary or intellectual property. No basis for claims against the City of Cape Town shall arise as a result of a response to this request for information or from the use of such information.
- 7.5. The research obtained from this RFI will inform the technical and functional specification of the proposed goods and services to be obtained, which may then follow an open competitive bidding process, should the City of Cape Town opt to implement such a system (Viability and Feasibility assessment, budgetary provisions, etc.). The City of Cape Town reserves the right not to proceed with any further process, should the research/technology indicate it is not a priority, viable and/or feasible. The City of Cape Town reserve the right to applied different procurement strategies, while exploring different methods to validate and test information provided in response to this RFI.

8. Submission Requirements

- 8.1. Please provide all inputs electronically on or before **16:00 on 05 June 2026.**
- 8.2. All responses to be sent: Gregg.oelofse@capetown.gov.za
- 8.3. Email subject line: RFI154_2025/26 response from [Insert company name]
- 8.4. Response format: PDF or MS Word
- 8.5. Length: +/-20 pages including support documentation.

Thank you,

Demand Management

Directorate of Finance

Department of Supply Chain Management

