

INFORMAL TENDER ADVERT

NELSON MANDELA BAY MUNICIPALITY
BUDGET AND TREASURY DIRECTORATE
PURCHASING AND STORES DIVISION

Tender Number: CSQ03265397
Buyer: Dulwana, Miss Q [00065769]

Closing Date: 2026-04-16
Closing Time: 11:00 A.M

Telephone : 041 506 7630

REFER ALL ENQUIRIES TO THE BUYER

| ITEM | QUANTITY | UNIT | KEY WORD | DESCRIPTION | REQUISITION |
|------|----------|------|--|--|-------------|
| 1 | 42.00 | EACH | SAMPLES GRAVIMETRE ANALYSIS | Service Providers are requested to conduct dust fallout monitoring, analysis and reporting over a six month period - in compliance with the National Dust Control Regulations. | AA88473 |
| 2 | 1.00 | LOT | AMBIENT AIR MONITORING FOR VOLATILE COMPOUNDS (VOCs) | Services are required for a qualified and experience environmental consulting firm to conduct ambient air monitoring for VOCs as per specification available at SCM in Harrower Road - Port Elizabeth. "For more details on the above item please contact: Msimelelo Buhlungu @ 071 974 0447 / Gcobisa Mhlonyane @070 375 2410. | AA88474 |

THE FOLLOWING CONDITIONS APPLY TO THIS INFORMAL TENDER

- BEFORE COMPLETING THIS FORM, SERVICE PROVIDERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF SPECIFIC GOALS, AS PRESCRIBED IN THE PREFERENTIAL PROCUREMENT REGULATION OF 2022 THE 80/20 SYSTEM APPLIES TO THIS TENDER.
- Acceptance of this tender submission is subject to the General Conditions of Tender and Conditions of Purchase
- Acceptance of this tender is subject to successful registration on the Nelson Mandela Bay Supplier Database.
- For further information to register, please call Compliance Section @ 041 506 3274
- Failure to comply with these conditions may invalidate your tender submission.
- All tender prices should be valid for a minimum period of thirty (30) days from date of tender.
- ALL TENDER RESPONSES SHOULD BE COMPLETED ONLINE AND NO FAX SUBMISSION WILL BE ACCEPTED BY SUPPLY CHAIN UNIT.

SUPPLY CHAIN MANAGEMENT

INFORMAL TENDER NO: CSQ03265397 # 2

TENDER SPECIFICATION: AMBIENT AIR MONITORING FOR VOLATILE ORGANIC COMPOUNDS (VOCs) IN THE NELSON MANDELA BAY MUNICIPALITY

1. Introduction and Background

The Nelson Mandela Bay Municipality (hereafter referred to as "The Municipality") requires the services of a qualified and experienced environmental consulting firm to conduct ambient air monitoring for Volatile Organic Compounds (VOCs) at specific operations within the municipal area. The objective is to assess the concentration of key pollutants over a three-month period.

2. Scope of Work

The successful tenderer (hereafter referred to as "The Service Provider") will be responsible for the complete supply of sampling media, deployment, retrieval, laboratory analysis, and reporting for ambient air quality monitoring. The scope is defined as follows:

- **Project Duration:** Three (3) months.
- **Location:** Various operational sites within the Nelson Mandela Bay Municipality, Eastern Cape, as specified by the Municipality.
- **Target Analytes:** Volatile Organic Compounds (VOCs), specifically Benzene, Toluene, Ethylbenzene, and Xylenes (BTEX).
- **Courier:** The service provider is responsible for the courier of exposed samples to their designated laboratory for analysis.

3. Technical Specifications and Requirements

The Service Provider must adhere to the following technical specifications:

3.1. Supply of Sampling Media

- The Service Provider shall supply a total of **one hundred (100) Radiello® diffusive samplers** (or an approved equivalent).
- The supplied samplers must be configured as follows:
 - **Thirty (30) Complete Radiello or equivalent Units:** These units must be ready-to-use as supplied, comprising a polycarbonate cap, a polycarbonate or glass diffusive body, a supporting plate, an outdoor shelter, and an absorbing cartridge (code RAD130 for BTEX) pre-installed. Each unit must include a unique, pre-attached barcode label for sample tracking.
 - **Seventy (70) Radiello or equivalent Diffusive Bodies with Cartridges:** These units must consist of the white diffusive body, a polycarbonate cap, and an absorbing cartridge pre-installed inside. These are for deployment in existing shelters or configurations as directed by the Municipality.

3.2. Sampling Methodology

- Sampling must be conducted using passive (diffusive) sampling techniques.
- The Service Provider is responsible for the deployment and retrieval of samplers according to a schedule agreed upon with the Municipality.
- A total of **24 samples** (8 samples per month for 3 months) shall be collected and submitted for analysis.

3.3. Laboratory Analysis

- The exposed cartridges shall be analysed for BTEX and other Volatile Organic Compounds (VOCs).
- Analysis must be performed using appropriate analytical techniques following standard methods such as US EPA or ISO 17025 accredited procedures.
- The laboratory must provide demonstrable quality control measures, including the use of certified reference materials and method blanks.

3.4. Reporting

- The Service Provider shall provide a comprehensive report after each month of sampling, and a final summary report at the conclusion of the three-month project.
- Reports must include:
 - A description of the sampling methodology.
 - A summary of sampling dates, locations, and durations.
 - Analytical results presented clearly in tables and graphs.
 - Calculations of time-weighted average concentrations for each analyte.
 - Interpretation of results in the context of relevant South African ambient air quality standards (e.g., SANS 69) or other applicable guidelines.

4. PRICING SCHEDULE AND BREAKDOWN

- Bidders are required to submit a detailed, line-item pricing schedule for the full three-month project. The pricing must be in South African Rand (ZAR) and clearly distinguish between services that are subject to VAT and those that are not.

PRICING SCHEDULE: CSQ03265397 # 2

“FULLY COMPLETED PRICING SCHEDULE TO BE UPLOADED ON THE INFORMAL TENDER PORTAL BEFORE THE CLOSING DATE AND TIME OF THE ADVERT – FAILURE TO DO SO MAY RENDER YOU NON-RESPONSIVE

| item | Component | Quantity | Units | Price | | |
|------|----------------------------|----------|---------------|-------|--|--|
| 1 | BTEX cartridges | 70 | Cartridges | | | |
| 2 | White diffusive bodies | 30 | units | | | |
| 3 | Triangular support plates | 30 | units | | | |
| 4 | Outdoor shelter | 30 | units | | | |
| 5 | Courier | 3 | months | | | |
| 6 | Laboratory analysis | 8 | Samples/month | | | |
| 7 | Reporting and calculations | 8 | Reports | | | |
| | Total including VAT | | | | | |

NAME OF THE SERVICE PROVIDER:

ADDRESS:

CONTACT DETAILS:

SIGNATURE: **DATED:**.....

Technical enquiries may be directed to:

Gcobisa Mhlonyane

gmhlonyane@mandelametro.gov.za

0415062358 / 0703752410