



THE APPOINTMENT OF A FULLY INDEPENDENT SUITABLY REGISTERED LABORATORY TO TEST SEA WATER SAMPLES FOR A PERIOD OF THREE (3) YEARS

1. PURPOSE OF THE REPORT

To appoint a service provider which is deemed competent (must provide training records which substantiate competence) to undertake the correct sampling procedure (procedure to be outlined in full) for the sampling of various water samples required for the fortnightly monitoring of natural, Estuary/ Lagoon and Sea water matrices at pre-determined locations within the required district area. The beaches and estuaries which require fortnightly water sampling within the Umdoni Municipality are:

- 1.1 Scottburgh Beach
- 1.2 Preston Beach
- 1.3 Rocky Bay Beach
- 1.4 Pennington Beach
- 1.5 Umthwalume Beach
- 1.6 Bazely Beach
- 1.7 Park Rynie Beach

2. SCOPE OF THE CONTRACT

2.1 Sea and Estuary/ Lagoon water samples will be collected and analyzed for the following microbiological parameters:

- eColi/ Faecal Coliform Bacteria per 100ml of water tested
- Enterococcus / Streptococcus Bacteria per 100ml of water tested.

2.2 Sea and Estuary/ Lagoon water samples will be collected and analyzed for temperature in Degrees Celsius, accurately noting time of sample collection and environmental conditions at the time of sampling. This information will be included in the report to the Umdoni Municipality.

- 2.3 Conditions which could affect the water quality during sampling must be carefully noted and reported on the fortnightly results which are presented to the Umdoni Municipality.
- 2.4 Fortnightly reports must be comprehensive tabling the results against the acceptable marine quality guidelines as required by Blue Flag imperative water testing criteria.
- 2.5 The appointed service provider must have a close working relationship with the Department of Environmental Affairs and Water Affairs and must be registered as an approved service provider on the Departments Blue and Green Drop data base of accredited/ approved Laboratories.
- 2.6 The laboratory appointed team leader must be a registered member of SACNASP, and take full responsibility of appointed subordinates responsible for collecting, transporting and testing of the required water samples.
- 2.7 The bidder must provide a minimum of 5 traceable references from institutions which has or is currently making use of the laboratories services.
- 2.8 The appointed service provider must provide all required instrumentation, sample bottles as well as calibrated equipment required for accurate sampling.
- 2.9 The appointed Laboratory technician/ sampler responsible for the taking of samples will be required to update the Blue Flag notice boards on all Blue Flag beaches on a fortnightly basis.
- 2.10 The service provider must meet with the Umdoni Municipality's Head of section responsible for Blue Flag beaches to establish the frequency of samples to be tested, and agree on dates which samples must be taken irrespective if these dates may fall on public holidays or adverse sea and weather conditions prevail.
- 2.11 The appointed service provider may in no way subcontract any of the processes and it will remain the responsibility of the service provider to ensure that the entire process of analysing the water samples is undertaken in a South African National Accreditation System (SANAS) accredited Laboratory.
- 2.12 It is imperative that the Laboratory is a **SANAS ISO 17025: 2005 ACCREDITED TESTING LABORATORY.**
- 2.13 The Laboratory must participate in the National Laboratory Association (NLA) Proficiency Testing Scheme for the required microbiological parameters at a minimum of 3 times per year for eColi/ Enterococci Bacteria. The service provider must provide proof of the Laboratories participation in the Proficiency Testing Scheme and the acceptable participation criteria for a period of no less than 3 years.
- 2.14 The Laboratory must make use of the **membrane filtration test method** for the isolation and detection of the required microbiological test organisms and prescribed to a recognised reference method.

- 2.15 The Laboratory must be able to undertake resampling should a repeat sample be required within 24 hours in the event that any samples taken during the fortnightly sample run may have failed the Blue Flag water quality criteria. Any resampling will only be undertaken on written instruction from the Umdoni Municipality's Head of section responsible for Blue Flag acceptance criteria.
- 2.16 Results/ reports of fortnightly water samples must reach the Umdoni Municipality's Head of section within 96 hours of fortnightly water samples being taken.
- 2.17 The Laboratory must have a competent project team leader available at all times to assist the Umdoni Municipality's Head of section if and when required to interpret relevant results and advise on any possible discrepancies or other mitigating issues which may be affecting the water quality on the specific beach or lagoon.
- 2.18 Relevant field experience of the Laboratories project team which will be responsible for collecting and analysing the fortnightly water sampling of sea, estuary and lagoon water on behalf the Umdoni Municipality's Blue Flag project must be provided with the tender submission.
- 2.19 The laboratory must make itself available for unscheduled visits or audits pertaining to the Umdoni Municipality's requirements and compliance related to the analysis and reporting of water samples tested on behalf of the Umdoni Municipality's Blue Flag program. The Laboratory must be in good standing with all legal requirements and not be currently involved in any disputes with any authority.
- 2.20 The successful bidder must allow the Umdoni Municipality's appointed officials access as and when required to inspect the laboratory where the water samples will be tested.

3. CONTRACT PERIOD

The contract will be for the period of 3 years.

4. BRIEFING SESSION

None.

5. Pricing Requirement.

As per the quote submitted by supplier.

6. COMPLIANCE WITH ANY LEGISLATION, BYLAWS, ETC

- 6.1 The Local Government: Municipal Finance Management Act 56 of 2003 (and applicable Regulations)
- 6.2 Other Municipal policies such as the Supply Chain Management Policy, etc.

8. ESCALATION

Based on Inflation rate but not exceeding the contract amount.

9. INSPECTION.

There will be a site inspection prior to the award of Tender to the qualifying bidder.

10. TENDER VALIDITY PERIOD

Bids shall remain valid for a period of one hundred and twenty (120) days after the Tender closure date.

11. ADDITIONAL INFORMATION

11.1 All Bidders must provide a separate flat rate per water quality sample which the Umdoni Municipality will be charged in the event that it may require resampling of failed results or additional water samples from non-specified areas.

11.2 All additional samples will be taken during the normal/ specified fortnightly sample run on dates which have been pre-agreed on between the Umdoni Municipality and the Laboratory. Non-compliant results must be communicated to the section Head of the Umdoni Municipality within 48hrs of testing. Re-sampling of failed samples must be taken within 2 days of fortnightly sample results being available.

11.3 Water quality sampling and analysis must be undertaken by a SANAS 17025:2005 testing laboratory accredited facility with a proven track record of a minimum of 6 years sampling and analysis of water samples as indicated above.

11.4 Water quality sampling must be undertaken by a suitably qualified trained technician and transported to the respective laboratory within 6 hours of sampling. Analysis should be undertaken on the same day and may not exceed 8 hours from sample collection time.

11.5 Exceptions to the above will only be granted by the prior arrangement with the specific section Head of the Umdoni Municipality. This extension can be extended to a maximum of 24 hours (by permission of respective section Head of the Umdoni Municipality provided that all the

necessary precautions have been taken by the Laboratory technician to ensure that the integrity of the water samples are not compromised in any way.

11.6 This time delay must be clearly recorded on the official report to the Umdoni Municipality.