



REQUEST FOR INFORMATION (RFI): ANALITICAL LABORATORY SERVICES

TO ASSESS THE AVAILABLE ANALYTICAL CAPABILITY OF LABORATORIES TO CONDUCT SPECIALISED ANALITICAL ANALYSIS ON ENVIRONMENTAL SURFACE WATER AND SEDIMENT SAMPLES

1. Purpose

- 1.1. This Request for Information (RFI) is intended to obtain information on laboratory capabilities to perform specialised analysis on environmental water and sediment samples. The information gathered will assist the City of Cape Town to better understand the availability, scope and capacity of laboratories that are able to conduct such specialised analysis.

2. Background

- 2.1. The City of Cape Town is continually busy with various remediation efforts in urban river systems.
- 2.2. To better understand the impact of these remediation efforts, comprehensive monitoring programs need to be put in place to monitor the water and sediment pre and post remediation.
- 2.3. Some of the analysis required is not routinely done at the city of Cape Town's Scientific Services.
- 2.4. When these specialized analyses are required, the City seeks to understand the availability of laboratory capabilities that can support such analysis.

3. Request for Information

- 3.1. 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.
- 3.2. The responses to the Request for Information will provide the City of Cape Town with information about products currently available in the market to support its required business capabilities.
- 3.3. The City of Cape Town may request additional information from the respondents and may request demonstrations (proof of concepts) to be provided. It is therefore important that respondents provide accurate and honest information in their responses.

3.4. This Request for Information will be published with the aim of collecting information on multiple products and solutions offerings.

4. Timeline

The City is currently requesting research on emerging technologies, to plan for future technology needs.

- 4.1. RFI Release date: Friday, 17 July 2026
 4.2. RFI Closing date: Monday, 17 August 2026

5. Required Information

5.1 The City of Cape Town wants to understand if private commercial or research laboratories have the capability to perform specialized analysis on environmental water and sediment samples.

5.2 For the City of Cape Town to understand which laboratories would be able to analyse these samples, the information received from this RFI will assist the City of Cape Town in the following:

- 5.2.1 Scope of analysis (e.g. Specific determinants and LOQ's)
- 5.2.2 Validation status of each of the analysis.
- 5.2.3 Capacity to perform the analysis as well as the indicative cost for each of the analysis.

5.3 The responder is to provide information on their laboratory supporting the business requirements below:

- a. High level description of an analytical method (e.g. GCMS, Microscopy, etc.).
- b. For Chromatography and Spectroscopy methods include:
 - o Individual compounds / elements included
 - o If quantitative or qualitative
 - o Limit of Quantification
- c. Validation status of method as per SANAS TR 26
- d. Unit of reporting
- e. Turnaround time of analysis (see sample quantity and frequency)
- f. Indicative cost of individual analysis
- g. If sampling can be done and indicative associated cost.

Sample quantity and frequency testing

Matrix	Parameter	Measurement	No of Samples	Frequency
Environmental Water	Pharmaceuticals (non-antibiotic)	Quantification	8	Quarterly
	Pharmaceuticals (antibiotic)	Quantification	8	Quarterly
	Hormones and endocrine-active compounds	Quantification	8	Quarterly
	Pesticides (herbicides and insecticides)	Quantification	8	Quarterly
	Industrial organic compounds	Quantification	8	Quarterly
	Persistent organic pollutants	Quantification	8	Quarterly
	Microplastics	Particles / L	8	Quarterly

	Molecular bacterial profiling	Identification	8	Quarterly
Sediment	Particle size distribution	% Fraction	8	Quarterly
	Moisture content	Percent	8	Quarterly
	Organic matter	Percent	8	Quarterly
	Total nitrogen	Quantification	8	Quarterly
	Total phosphorus	Quantification	8	Quarterly
	Total organic carbon	Quantification	8	Quarterly
	E. coli	Quantification	8	Quarterly
	Faecal coliforms	Quantification	8	Quarterly
	Helminth ova	Quantification	8	Quarterly
	Metals	Quantification	8	Quarterly
	Microplastics	Particles / L	8	Quarterly
As reference see WRC Report: South African Water Quality Guidelines for Freshwater Ecosystems - Version 2				

Respondents are to take the above table into consideration when providing their response.

6 Interaction with Respondents

6.1 Respondents are advised that the City of Cape Town reserves the right not to utilise information gathered during the request for information process in order to complete a specification, which is to be put forth for tendering.

6.2 Send any questions to Hendrik.Kotze@capetown.gov.za should you have any queries.

7 Proof of Concept

7.1 The City of Cape Town reserves the right to engage respondents to look at different methods to validate and test information provided in response to this RFI. This may include a request for a proof of concept or a demo. This will not result in any financial contribution towards proofing the respondent(s) concepts but will allow the City of Cape Town to engage after the conclusion of this RFI with the aim to ensure the information provided is validated and tested.

8 No Obligation

8.1 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.

8.2 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.

8.3 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.

8.4 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.

8.5 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.

9 Submission Requirements

9.1 Please provide all inputs electronically on or before **16:00 on Monday, 17/08/2026.**

9.2 All responses to be sent: Hendrik.Kotze@capetown.gov.za

9.3 Email subject line: RFI 168/2026/27 response from [Insert company name]

9.4 Response format: PDF or MS Word

9.5 Length: +/-20 pages including support documentation.

Thank you

Demand Management

Directorate of Finance

Department of Supply Chain Management