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Request for Quotation TERMS OF REFERENCE

Environmental Impact Assessment (EIA) Report for GA. Nilandhoo Advertisement Number: (IUL)438-RDS/1/2017/1

1. INTRODUCTION

The Ministry of Environment and Energy intends to procure the services of a consultant to Develop the Environmental Impact Assessment (EIA) Report for the establishment of an Island Waste Management Centre (IWMC) at GA. Nilandhoo, Maldives.

2. OBJECTIVE

The specific objective of this assignment is to ensure that the construction of IWMC at GA. Nilandhoo is in compliance with the existing relevant laws and regulations.

3. SCOPE OF WORKS

The consultant will produce the EIA report through a consultative process. Consultation shall be made with but not necessarily limited to; Ministry of Environment and Energy, Island Council and where necessary community consultation shall also be undertaken.

The tasks to be undertaken by the consultant under this Terms of Reference are to be managed in close collaboration with Waste Management and Pollution Control Department of the Ministry of Environment and Energy, and include but are not necessarily limited to the following:

- Undertake the application process for the EIA works of the assignment
- Undertake the scoping or screening wherever applicable for the assignment
- Undertake field data collection survey and develop the EIA report as per the approved Terms of Reference by EPA after the scoping meeting
- Submit the final EIA Report to EPA and get approval/decision statement
- Undertake submission and provide any clarifications where as necessary to the submitted EIA
- Accommodate any request by EPA for any additional information regarding the submitted EIA report.

4. SUBMISSION REQUIREMENTS

The following documents shall be submitted for the bids to be considered sufficiently responsive.

- 1) If a company is showing interest:
 - a) company profile
 - b) company registration certificate
 - c) organization chart of the team proposed
 - d) CVs of the Individuals (Inclusive of a copy of the National Identity Card)





- e) List of related EIA completed by the company within the past 3 years along with valid official reference letters
 - f) Proposed equipment and methodology of works
 - g) Cost breakdown of major activities. The total cost shall be clearly indicated.
 - h) GST Registration Certificate
- 2) If an individual is showing interest:
- a) CV of the Individual (Inclusive of a copy of the National Identity Card)
 - b) List of EIA completed by the individual within the past 3 years along with valid official reference letters
 - c) Proposed equipment and methodology of works
 - d) Cost breakdown of major activities. The total cost shall be clearly indicated.
 - e) [If the Individual is subject to GST as per MIRA Regulations and Guidelines, the GST Registration Certificate]

5. PROJECT TEAM

The minimum requirements of the number of team members to be proposed by the consultant are as below:

| Post | No. |
|--|-----|
| EIA Consultant (Under Permanent EIA Registration) | 1 |

6. SIMILAR ASSIGNMENTS

To be eligible for this assignment, the consultant must demonstrate past experience in performing the services (description of similar assignments, value of such assignments) and submit official reference letters of past clients.

The consultant shall have carried out a minimum of Three (03) similar assignments within the past 3 years.

Only the past assignments that have official reference letters will be considered during evaluation.

7. QUALIFICATIONS

The Consultant should submit full CV's of the proposed staff highlighting the criteria given below.

a. EIA Consultant

Bachelor's Degree in Environmental Engineering/Environmental Science/Environmental Management with minimum 05 years' experience in conducting Environmental Impact Assessment (EIA). Tertiary certification will be an added advantage. Experience in conducting EIA for waste management related projects will be given preference. The consultant should hold a permanent EIA license and his/her EIA license copy shall be submitted along with a dated letter stating his/her association with the bidding party.



8. PAYMENT

Payment will be in accordance with the schedule specified below;

| DESCRIPTION | ALLOCATION | REQUIREMENT |
|--------------------------|------------|--|
| Completion of EIA Report | 50% | Submission of EIA Report to EPA as per EIA Regulations |
| Approval of EIA Report | 50% | Release of EIA Decision Statement from EPA |

9. STANDARD OF REPORT

All documentation must be developed according to the guidelines provided in the Environment Impact Assessment Regulations, 2012 and amendments and report writing guidelines provided by EPA. The report shall also fulfil the specific requirements outlined in the project TOR approved by EPA.

10. DURATION

The consultant shall complete the EIA assignment by 30 days. ('days' shall mean Calendar days). This does not include the query/clarification period and EIA document review period.

11. EVALUATION CRITERIA

| Category | | Total Marks |
|---|---|-------------|
| 1. Profile of consultant | | 10 |
| 2. Education, Qualification and Experience (Number and Value of similar projects) of proposed staff | | 20 |
| 2. Approach, Methodology & Work plan | | 20 |
| 3. Price of Quotation | The Party with lowest financial proposal will get 50%. Other parties will be scored by [(lowest price/proposed price) x 50] | 50 |
| TOTAL | | 100% |

12. FINANCIAL PROPOSAL FORMAT

| | Description | Cost (Maldivian Rufiyaa) |
|------------------------|---|--------------------------|
| 1 | Surveying Works | |
| 2 | Development of Environmental Impact Assessment (EIA) Report | |
| 3 | EIA Report Submission Fee | |
| Sub Total : | | |
| GST : | | |
| Total with GST: | | |

- This form highlights the major areas of the assignment. The consultant may provide a more detailed proposal elaborating the different components.
- The consultant is to submit copy of the GST registration certificate along with the financial proposal.



- [If the Individual is subject to GST as per MIRA Regulations and Guidelines, The GST Registration Certificate and GST quote in the financial proposal needs to be included.]

13. SUBMISSION OF QUOTATIONS

| ACTIVITY | ACTION DATE |
|---|---|
| Advertise | 17 th January 2017 |
| Release of Request for Proposal | 17 th January 2017 |
| Last day to submit queries | 24 th January 2017 – before 12:00 PM |
| Last day to send answers to queries (by Client) | 25 th January 2017 – before 12.00 PM |
| Deadline to submit proposals | 26 th January 2017 – at 11:00AM |

Interested parties should submit their Quotations to the address below on 26th January 2017 at 11:00AM. Electronic bidding will not be permitted. Late submissions will be rejected by the Ministry of Environment and Energy.

Procurement Unit,

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