



**Ministry of Environment
Republic of Maldives**

TERMS OF REFERENCE

Consultancy Services for the Development of an Environmental and Social Impact Assessment (Establishment of Island Waste Management Center and Installation of a Small Incinerator at K. Maafushi)

1. INTRODUCTION

The Government of the Republic of Maldives is working to establish a proper and an efficient waste management system in all islands in Maldives and in this regard the Ministry of Environment plans to establish an Incineration Plant and construct an auxiliary facility at K. Maafushi Island to support the island to enhance and improve the current condition of the waste management in the island.

Hence, the Ministry of Environment intends to procure the services of a consultant/ firm to carry out an Environmental and Social Impact Assessment (ESIA) and produce a report based on the findings for K.Maafushi for the proposed works as mentioned above.

Carrying out an Environmental Impact Assessment (EIA) is a legal requirement for the development projects that may have any undesirable impact on the environment. Therefore, development of an efficient waste management systems within the communities in inhabited islands is an integral part of sustainable development. As per the Environmental Impact Assessment Regulation 2012, Installation of Incinerators is listed as one of the activities where an Environmental Impact Assessment (EIA) is compulsory.

2. OBJECTIVE

The overall objective of the project is to support the island in managing the wastes in the island for a maximum extent of best practical. However, the specific objective of this assignment is to ensure that the installation of an incinerator do not pose major irreversible impacts on the island

environment and as well as negative health effects to the residents of the island. the assignment will also ensure the project is in compliance with the existing relevant laws and regulations.

3. SCOPE OF WORKS

The assignment includes;

Preparation of the Environmental and Social Impact Assessment (ESIA) report for the proposed installation at K. Maafushi Island;

The Consultant shall produce ESIA through consultative process in accordance with EIA regulation 2012. Consultation shall be made with but not necessarily limited to; Ministry of Environment, Island Council of K. Maafushi and where necessary community consultation shall also be undertaken. The tasks to be undertaken by the consultancy firm under this Terms of Reference are to be managed in close collaboration with PMU of the Ministry of Environment, and include but are not necessarily limited to the following:

The overall tasks to be undertaken not necessarily limited to, the following include;

- Undertake the application process for the ESIA and EMP works of the assignment
- Undertake the scoping or screening whatever is applicable for the assignment
- Undertake field data collection survey and develop the ESIA report as per the approved Terms of Reference by Environmental Protection Agency (EPA) of the Maldives after the scoping meeting.
- Submit draft report to the Ministry for review before submitting to EPA for decision,
- Submit the final ESIA Report to EPA and obtain approval/decision statement
- Undertake submission and provide any clarifications where as necessary to the submitted ESIA report
- Accommodate any request by PMU/ME for any additional information regarding the submitted ESIA report.
- Baseline data collection must focus on key issues needing to be examined for the ESIA. Consideration of likely monitoring requirements should be borne in mind during survey planning, so that the data collected is suitable for use as a baseline for impacts monitoring.
- Undertake a Social Assessment to be include as part of the ESIA Report.
- Undertake a Land Acquisition and Resettlement Due Diligence Report.
- All available data from previous and present studies, if available should be presented.

The Project will support the development of a full Environmental and Social Impact Assessment in accordance with the Maldives Environmental Impact Assessment Regulations (2012). The final ESIA Report will be submitted to the Maldives Environmental Protection Agency (EPA) for their respective concurrence.

4. Deliverables

The consultant is required to submit the following

1. Final ESIA report
2. Raw data set. These data are collected for and during the assessment

5. PROJECT TEAM

The following staff members will be required for the assignment.

Post	No
1. EIA Consultant (Under Permanent EIA Registration)	1
2. Surveyor	2
3. Backstopping Team Member	1

6. SIMILAR ASSIGNMENTS

To be eligible for this assignment, the consultancy firm must demonstrate past experience in performing the services (description of similar assignments, Value of such assignments). The Firm shall have carried out a minimum of Three (03) similar assignments with a minimum contract value of MVR 100,000.00 each.

7. QUALIFICATIONS OF TEAM

The Consultant should submit full CV's for each of the proposed staff members 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 Systems will be given preference. The consultant should hold an EIA license and his/her EIA license copy shall be submitted along with a dated letter stating his/her association with the bidding party.

b. Backstopping Team Member

Minimum O' Level or Diploma in a relevant field. Minimum 2 years working experience in a related field. Excellent oral and written communication in English and Dhivehi.

c. Surveyor

Diploma in Surveying with minimum 05 years' experience in conducting surveys related to the assignment.

8. EVALUATION CRITERIA

Category		Total Marks
1. Qualification and Experience in similar works		
• EIA Consultant		35
• Backstopping Team Member		5
• Surveyor x2		10
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%

Score for Qualification and Experience in similar works = Total score out of 50 * 50/100

Post	Score
1. EIA Consultant (score out of 35)	
2. Backstopping Team Member (score out of 5)	
3. Surveyor 1 (Score out of 5)	
4. Surveyor 2 (Score out of 5)	
TOTAL SCORE OUT OF 50	

9. PAYMENT

Payment will be in accordance with the schedule specified below;

DESCRIPTION	ALLOCATION	REQUIREMENT
Submission of ESIA to EPA	50%	Approval of ESIA Report by PMU and submission of report to EPA as per EIA Regulations. Proof of submission must be submitted with the invoice.

Approval of ESIA Report by EPA	40%	Release of ESIA Decision Statement from EPA.
Data set	10%	All raw data collected for and during the assessment must be submitted in excel format or any other easily usable format

10. 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 fulfil both, the specific requirements outlined in the project TOR approved by EPA.

11. DURATION

- a) The consultant shall complete the ESIA assignment by 60 days from the date of signing the contract.
- b) A detailed work schedule should be given which demonstrates the commencement and completion date.
- c) Consultant's project duration shall start from the date of contract signing. Please note that the project duration shall NOT commence from the date of TOR approval by EPA. Therefore it is the consultant's responsibility to expedite the process of ESIA application submission, follow up on scoping meeting, draft TOR submission, and follow up on TOR approval, obtain and address the queries made by the ESIA reviewers and follow up on the ESIA review and approval process.
- d) Consultant's project duration shall be completed on the date of ESIA approval by EPA, i.e. release of ESIA Decision Statement. It is the consultant's responsibility to expedite the process of ESIA draft submission to the client, final ESIA report submission to PMU/ME, providing additional information to PMU/ME, if required, and follow up with PMU/ME on ESIA approval.
- e) The consultants are required to consult with the relevant stakeholders such as but not limited to; Island Council, Island Community members
- f) Any delays in failing to meet the deadlines provided by the consultant's duration will result in Liquidated Damages (LD) calculated below.

The delay rate per day for liquidation damages shall calculated as follows; for a maximum of 15% of the bidder's price. In the case of unapproved time delays extending beyond 07 days, the Client reserves the right to terminate the Agreement and execute the remainder of the works with another Consultant. Any additional costs resulting from the termination of this agreement shall be paid by the Consultant and may be deducted from any amounts owed to the Consultant.

RW / CD x 0.75 Where;

RW = Remaining works (i.e Total Contract Price Less Value of Certified Works)
CD = Total Contract Duration.

If the delays are due to issues which could not be influenced by the consultant, i.e. delays due to PMU/ME and/or delays due to the client, in order to negate the LD charges; the consultant is to provide sufficient paper work evidence to justify the consultant has done his/her responsibilities to the best of his/her abilities.

12. SPECIFICATIONS :

Model: INCINER8 I8-700G
Shipping Weight (kg) : 15000kg
Dimensions (l, w, h) : 6.04m x 1.91m x 5.75m

13. SUBMISSION OF QUOTATIONS

Interested parties should submit their Quotations to the address below on or before 28th August 2019 at 1330 hours. Electronic bidding will not be permitted. Late submissions will be rejected by the Ministry of Environment.

Procurement Unit, Ministry of Environment,
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