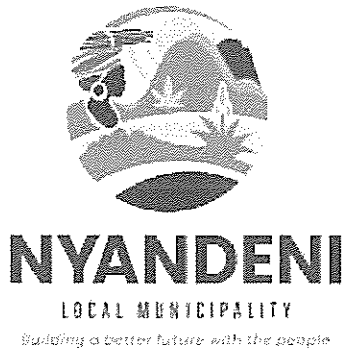


NYANDENI LOCAL MUNICIPALITY
Municipality Building,
B.N. Nomandela Drive,
Libode 5160



T 047 555 5000
E nyandeni@nyandenilm.gov.za
www.nyandenilm.gov.za

Date: 06 November 2025

REQUEST FOR QUOTATIONS

TO:	ALL PROSPECTIVE SERVICE PROVIDERS
PROJECT NAME:	REQUEST QUOTATIONS FOR THE APPOINTMENT OF AN ENVIRONMENTAL ASSESSMENT PRACTITIONER (EAP) TO CONDUCT AN ENVIRONMENTAL IMPACT ASSESSMENT FOR PROPOSED ABLUTION FACILITIES AT MNGCIBE AND MDUMBI BEACH
REQUESTOR:	NYANDENI LOCAL MUNICIPALITY
QUOTATION NO.	NLM 166/2025
SITE CLARIFICATION MEETING (COMPULSORY):	NO
QUOTATION TO BE DELIVERED BY:	14 NOVEMBER 2025 @ 12H00 PM

SPECIFICATION OF ORDER

BID SPECIFICATION / TERMS OF REFERENCE

SPECIFICATION FOR MONITORING AND EVALUATION TRAINING

Nyandeni Local Municipality hereby invites quotations from qualified and reputable service providers for **The appointment of an Environmental Assessment Practitioner (EAP) to Conduct an Environmental Impact Assessment for Proposed Ablution Facilities at Mngcibe and Mdumbi Beach.**

Background

The Nyandeni Local Municipality proposed the development of public ablution facility in Mngcibe and Mdumbi beach to improve sanitation infrastructure and enhance visitor experience. Due to the sensitive nature of coastal environments, the development may trigger listed activities in terms of the National Environmental Management Act (NEMA), 1998 (Act No. 107 of 1998) and the associated EIA regulations.



Introduction

To comply with the environmental legislation, the services of an independent Environmental Assessment Practitioner (EAP) are required to conduct and manage the Environmental Impact Assessment process.

The Planning and Development department intends to appoint a service provider to conduct a group Environmental Impact Assessment for Ablution Facilities in Nyandeni Local Municipality. The service provider is expected to lodge EIA application for Mngcibe and Mdumbi Beach development under Nyandeni Municipality to the Department. Therefore, a suitable Environmental Consulting Company is hereby requested to undertake the EIA on behalf of the municipality to the Eastern Cape Department of Economic Development, Environmental Affairs and Tourism (DEDEAT).

Objective

The objective of this ToR is to outline the scope of services and deliverables expected from the appointed EAP to ensure compliance with the environmental legislation and to assess the potential impacts of the proposed development.

Scope of Work

The EAP shall undertake all tasks necessary to obtain environmental authorization, including but not limited to:

Project Registration

- The appointed EAP will register the proposed activity to the competent authority, which is the Department of Economic Development, Environmental Affairs and Tourism.
- Confirm the applicable EIA process (Basic Assessment of Scoping & EIA) based on listed activities triggered.

Site Assessment & Screening

- Conduct a site sensitivity analysis using available screening tools.
- Identify environmental sensitivities e.g., coastal protection zones, dunes systems, wetlands, biodiversity hotspots)

Environmental Assessment

- Conduct the required assessment process
- Identify and evaluate potential impacts such as:
 - Pollution and contamination of ground water or marine systems.
 - Disturbance to the dune system or protected vegetation.
 - Visual and aesthetic impacts.
 - Wastewater and effluent management
 - Impacts on heritage or cultural resource



Public Participation Process

- Notify Interested and Affected Parties (I&APs) including nearby residents, tourism operators, and NGOs
- Facilitate public participation meetings if needs be
- Compile and respond to public comments.

Specialist Studies

Depending on the site's sensitivity, the EAP shall determine the need for and oversee the following specialist studies:

- Coastal Dune/ Vegetation Assessment.
- Marine or Estuarine Impact Assessment
- Heritage Impact Assessment
- Visual Impact Assessment
- Civil Engineering inputs e.g., sewage system design compatibility

Reporting

- Compile a Basic Assessment Report (BAR) or Scoping/EIR, depending on the required level of Assessment.
- Compile an Environmental Management Program (EMPr) tailored to construction and operational phases.
- Prepare Comment and Response Reports and any additional documents as required by the competent authority.

Deliverables

The EAP shall submit the following to the Competent Authority:

- Project registration documentation.
- Screening report
- Public participation Plan and Reports
- Basic Assessment Report or Scoping/ EIA Report
- Environmental Management Program
- All Specialist Reports
- Comments and Response Report
- Final Assessment Report to DEDEAT

Minimum Requirements of the EAP

The EAP must:



- Be registered with the Environmental Assessment Practitioners Association of South Africa (EAPASA) or legally recognized equivalent.
- Be independent and have no financial or other vested interest in the project.
- Demonstrate relevant experience with similar coastal infrastructure projects.
- Possess knowledge of applicable legislation and coastal management framework (Integrated Coastal Zone Management Act)

DELIVERY TIME FRAME

- The EIA process is expected to be completed within legislated timeframe, subject to the level of assessment and public participation requirements.
- Failure to submit the following document(s) **may** render the bid null and void:
 - A copy of Entity/company Registration Documents.
 - Detailed Company Profile (with relevant past experience)
 - Certified ID Copy(ies) of Director(s) (not older than three months)
 - Entity Tax Compliance Status PIN & Entity Tax Reference Number (in writing, either on the company profile or any entity document with a letterhead or as issued by SARS (With clear expiry dates)
 - Declaration of Interest (MBD4, MBD8, MBD9)
 - Billing Clearance Certificate or Statement of Municipal Accounts (not older than 3 months)
 - Completed data base registration form (if not currently registered with Nyandeni Local Municipality)
 - In case of a joint venture, an original valid Tax Clearance Certificate of both partners should be submitted as well as a signed agreement by both parties
 - **Registration on the Central Supplier Database (CSD) is compulsory (proof of registration should be provided in writing) not older than 3 months.**

The provision of Preferential Procurement Regulations will apply. **ABBLUTION FACILITIES**

EVALUATION CRITERIA

FUNCTIONALITY

No.	CRITERIA	REQUIREMENT	Max Possible Points	Total Points Obtained	Value of Assessment	Weight	MAX VALUE 1-5
1.	Qualification/ Education & Experience						
		6 YEARS and above				10	5



	The EAP must be in possession of National Diploma/ B-Tech/ Degree in Environmental Science/ a SAQA recognized qualification in the field of environment/ relevant field. A post graduate qualification will be an added advantage. CVs of all the project team members depicting years of experience conducting similar projects. NB: 0 points will be claimed where the above is not attached and submitted	4 -5 YEARS					4	
		2 - 3 YEARS					3	
		0-1 YEAR					0	
TOTAL		50						
2.	Competencies							
	Must have completed at least 3 projects of similar nature and demonstrate conceptual understanding of the environment of the proposed development footprint. A minimum of 2 Reference letters from previous projects should be provided and they should be from finished projects not ongoing projects. The reference	6 Clients and above	30				6	5
		4 -5 Clients					4	
		3 Clients					2	
		0 -2 Clients						



	<p>letters should be on the client's company letterhead with contact details provided as well as signed by the director.</p> <p>NB: 0 points will be claimed where submitted clients/ references cannot be contacted.</p>						
	TOTAL		30				
3.	Accreditation Certificate/ Registration with Professional Body						
	<p>The project manager/ Leading EAP must be registered with Environmental Assessment Practitioners Association of South Africa (EAPASA) as mandated by NEMA.</p>	<p>Proof of certificate should be attached</p>	10			2	5
	TOTAL		10				
4.	METHODOLOGY						
	<p>A clear methodological approach detailing the timeframes of all the project stages as well as the organogram for the team that will be leading this project. The project plan should be inclusive of project plan, reporting timelines</p>						



	as well as submission of the Final Basic Assessment Report.						
	TOTAL		40				
	GRAND TOTAL		100			100	

6. Deliverables

The following deliverables should form the core of the information provided:

- Project registration documentation
- Screening report
- Public participation plan and reports
- Draft Basic assessment report or Scoping and EIA report inclusive of all specialist reports relevant to the environment of the proposed development footprint for submission to relevant stakeholders as well as all the Interested and affected parties.
- Final Basic Assessment Report to DEDEAT inclusive of all comments and responses from the DBAR as well as the Environmental Management Programme outlining all the alternatives, mitigation measures as well as rehabilitation plan for the development footprint.
- Department of Water Affairs water use licensing requirements and specialist requirements detailing watercourse delineation, buffer zone from the watercourse and other relevant matters identified.
- Progress Reports
- Inception report with project programme and budget.
- Close-out Reports from the EAP detailing activities, achievements, expenditure and lessons learnt.
- Submit EIA documents (Draft Basic Assessment Report as well as Final Basic Assessment Report) in both hardcopy as well as softcopy format to the competent authority

Environmental Impact Assessment (EIA) for Ablution Facilities

Location: Mngcibe Beach and Mdumbi Beach, Eastern Cape

1. Project Description

The project involves the construction of two ablution blocks—one at Mngcibe Beach and one at Mdumbi Beach. Each facility will include separate male and female restrooms, showers, handwashing stations, and



a small changing area. The facilities are intended to serve both local residents and tourists visiting the beaches.

2. Legal Framework

The project will comply with the National Environmental Management Act (NEMA), the Eastern Cape Environmental Management Act (2024), and the Integrated Coastal Management Act (2008). A Basic Assessment Process is required for small-scale infrastructure like ablution blocks.

3. Key Environmental Considerations

Key considerations include water resource protection, biodiversity conservation, proper waste management, visual impact mitigation, and cultural heritage preservation.

4. Stakeholder Engagement

Stakeholders include local residents, traditional authorities, and tourism operators. Public participation will involve community meetings, comment periods, and feedback registers.

5. Impact Assessment

Positive impacts include improved hygiene, enhanced tourism experience, and job creation. Negative impacts may include habitat disruption, pollution risk, and increased foot traffic.

6. Mitigation Measures

Mitigation strategies include eco-friendly fixtures, elevated structures, regular maintenance, and landscaping with indigenous vegetation.

7. Monitoring & Compliance

An Environmental Management Plan (EMP) will guide construction and operation. Audits will be conducted every 5 years, and reports submitted to DEDEAT.

8. Case Study Insights

Examples such as Durban's community ablution blocks show that user training and cleanliness are key to success. Early post-implementation assessments help improve acceptance.

9. Project Scope

The scope includes construction of ablution blocks with restrooms, showers, and changing areas at both beaches, serving both locals and tourists.

10. Design Features

Designs will include solar-powered lighting, water-saving fixtures, septic systems, and eco-friendly materials. Structures will be elevated to prevent flooding.



11. Expected Usage

Each facility is expected to serve 150–300 users per day during peak seasons, and fewer during off-peak periods.

12. Construction Timeline

Construction is scheduled to begin in October 2024 and complete by March 2025, including site preparation, material procurement, and inspections.

13. Responsible Parties

The Nyandeni Local Municipality will manage the project in collaboration with DEDEAT. Local contractors will handle construction, and the municipality will oversee maintenance.

Bids should score a minimum of 60% for functionality in order to be considered for further evaluation.

Failure to submit the following document(s) may render the bid null and void:

- Quotations and Proposals that fully Comply with the specifications and requirements as outlined in the Bid Document.
- A copy of Entity Registration Documents.
- Past Experience (with relevant past experience)
- Certified ID Copy(ies) of Director(s) (not older than 3 months)
- Entity Tax Compliance Status PIN & Entity Tax Reference Number (in writing, either on the company profile or any entity document with a letterhead or as issued by SARS (With clear expiry dates)
- Declaration of Interest MBD4, MBD 8 and MBD 9
- Billing Clearance Certificate or Statement of Municipal Accounts or Directors proof of residence from Ward Councillor for non-rate payers (not older than 3 months)
- In case of a joint venture (JV), Entity Tax Compliance Status PIN & Entity Tax Reference Number of both partners should be submitted as well as a JV agreement signed by both parties
- **Registration on the Central Supplier Database (CSD) is compulsory.** Please attach **CENTRAL SUPPLIER DATABASE REPORT** (for specific goals purposes) and not the SUMMARY REPORT – Not older than 3 months.
- Failure to submit a full **CENTRAL SUPPLIER DATABASE REPORT** (with a medical certificate
- for disability where applicable) will result in points for Specific Goals not being awarded.

will also be evaluated on functionality as follows:

bids will also be evaluated on functionality as follows;



EVALUATION CRITERIA

The evaluation criteria will be evaluated on the **80/20** specific goals.

Stage 2 Evaluation

Bids should score a minimum of 60% for functionality in order to be considered for further evaluation.

Specific goals

Specific Goal	Points (80/20)
Black	4
Youth	4
Women (Female)	4
Military Veterans	4
Disabled	4
Total	20

Formal written price quotations should be submitted in a sealed envelope, clearly marked "QUOTATION NLM 166/2025 – THE APPOINTMENT OF AN ENVIRONMENTAL ASSESSMENT PROCTICTIONER (EAP) TO CONDUCT AN ENVIRONMENTAL IMPACT ASSESSMENT FOR PROPOSED ABLUTION FACILITIES AT MNGCIBE AND MDUMBI BEACH" will be placed in the quotation box at Nyandeni Local Municipality,

BN Nomandela Drive, Libode, 5160 before 12h00 on **FRIDAY, 14 NOVEMBER 2025**.

For technical enquiries, please contact Mr.G.N. Cekwana at (047) 555 5006 and / Ms. A. Mtimba. (047) 555 5085 during working hours.

All bidders who are not registered in the Nyandeni Local Municipality database should submit their database registration forms upon quotation submission.

No late or incomplete quotations will be considered. The only or lowest quotation submitted shall not necessarily be accepted.

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Mr. S. V. Poswa
MUNICIPAL MANAGER
Nyandeni Local Municipality
Private Bag x 504
LIBODE, 5160

