



TERMS OF REFERENCE (TOR) FOR ENVIRONMENT IMPACT ASSESSMENT (EIA) STUDY FOR WAILA DEVELOPMENT, NAUSORI.

1. BACKGROUND:

The purpose of this Environmental Impact Assessment (EIA) is to identify, predict, and evaluate the potential environmental impacts associated with the proposed development and to propose appropriate mitigation measures to minimize adverse effects. The development is earmarked to consist of affordable residential, commercial, civic and industrial lots.

2. LOCATION:

The proposed Waila Development comprises 864 acres of Freehold Land. The site is located at approximately 15km northeast of Suva City and about 3.5km from Nausori Town.

3. SCOPE OF WORK:

The Consultant shall carry out a detailed Environmental Impact Assessment Study (EIA), in accordance with an approved Terms of Reference to be obtained by the Consultant from the Department of Environment. This study shall be carried out in accordance with the requirements of the "Environment Act" and to the approval of the DOE.

3 CONCEPT DESIGN

A concept master plan is attached in the appendix to assist in guiding and informing the study.

4 TIMING/ WORK DURATION

This work is required to be completed as soon as possible and the consultant shall nominate a proposed starting date and project duration.

5 SITE VISIT

A joint site visit is scheduled for Friday, 5th June 2026 at 11:00 am. Interested tenderers are requested to assemble adjacent to the WAF Waila Water Treatment Plant prior to the commencement of the site inspection. All attendees must wear appropriate personal protective equipment, including safety footwear and high visibility vests. Any changes to the site visit arrangements will be advised via a notice uploaded on TenderLink.

6 DELIVERABLES:

The following deliverables should be provided upon completion of the project:

- 1 x hard copy & 1 x electronic copy (PDF) of the final & approved Environment Impact Assessment (EIA) Report, including all known information.

All data listed shall become the property of the Housing Authority and shall be provided in a relevant suitable format.

A written and priced proposal to this invitation shall be uploaded on Housing Authority Tenderlink no later than **3pm, Friday 26th June, 2026**.

“RFT NO. 10/26: ENVIRONMENT IMPACT ASSESSMENT (EIA) STUDY FOR THE PROPOSED WAILA DEVELOPMENT, NAUSORI”, and is to be addressed to:

The Chief Executive Officer
 Housing Authority,
 PO Box 6472,
 Nasinu.

Proposals beyond this date and time will not be accepted.

7 PAYMENT SCHEDULE

The consultant shall nominate the price for carrying out the work required inclusive of VAT according to the table below.

Item	Description	
1	Terms of Reference	
2	Environment Impact Assessment Report	
	TOTAL	
	VAT (12.5%)	
	TOTAL AMOUNT	

Payment will be made as per the schedule below or as proposed by consultant for consideration.

Mobilization (completion of screening, processing and approved TOR)	- 10%
Completion of final report & submission to DoE	- 80%
Receipt of Bond Letter from DoE	- 10%

8 KEY PERSONNEL REQUIREMENTS

8.1 Consultants Organization

The consultant’s project organization will be headed by qualified personnel officially registered with the Department of Environment and will be the sole point of contact with the client dealing with all contractual and technical matters of the assignment.

8.2 Qualification and Experience Requirements

The requirements described below are the minimum team requirements and qualifications and experience to be possessed by a selection of nominated personnel of the Consultant. For all positions, it is expected that the nominated expert has a minimum of bachelor's degree in a relevant or related discipline, and at least the years

of professional experience stated in the table below, including for projects of nature similar to that of the Project. The consultant should have 10 years of professional experience and have experience with at least three projects of similar nature and complexity. The detailed qualification and experience requirements for each key personnel are shown in the table below. The submission of a CV for each of the key personnel is required. The consultant is requested to nominate additional non-key experts that the consultant deems required to fulfil the scope of the study. The overall team of experts (key and non-key) will be assessed when evaluating proposals.

Key Personnel	Experience	Requirements
Civil Engineer/Environmental Consultant	10 years	<ul style="list-style-type: none"> • Masters or Degree in Environmental Science or Civil Engineering or equivalent • Experienced in local EIA studies and provide updates in a timely and to the satisfaction of the client. • Experience navigating environmental laws, conducting field and scientific baseline sampling, managing industry specific project risks, and facilitating community consultations. • Must be physically present in the country during site investigation and reporting. • Work experience in the Pacific is preferred
Engineering/Environmental Technicians	5 years	<ul style="list-style-type: none"> • Certificate/Diploma in Civil Engineering or equivalent • Experienced in civil engineering or environmental science or a related field. • Must be physically present in the country during site investigation and reporting. • Work experience in the Pacific is preferred

9 RFT DELIVERABLES

The Consultant will prepare the following for acceptance and approval by the HA.

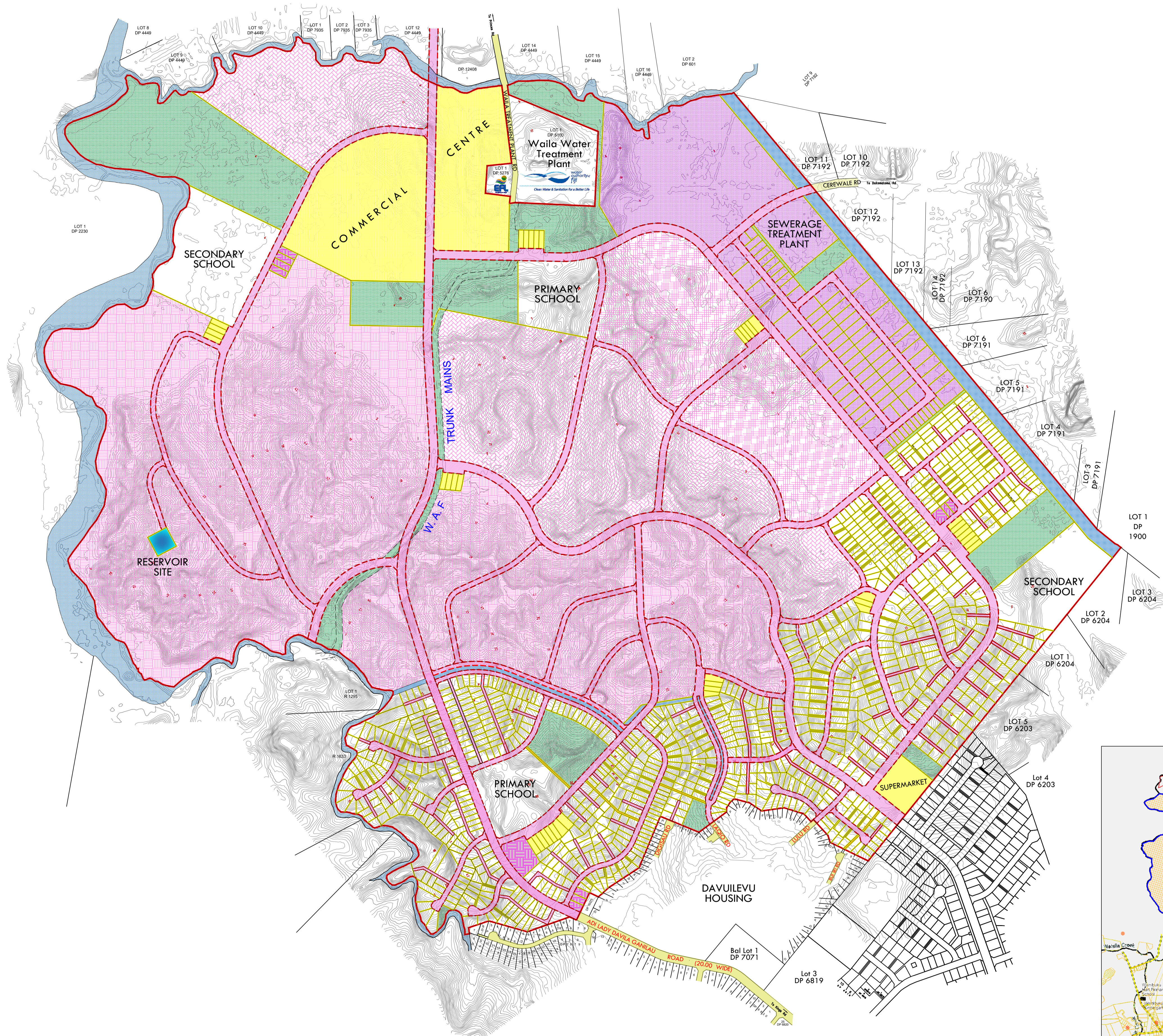
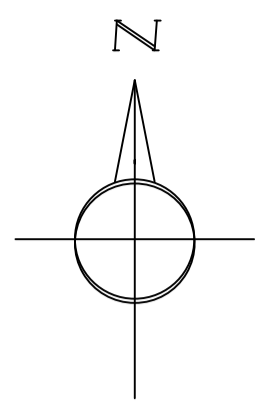
CHECKLIST	
No.	RFT to include:
1.0	Qualifications and CV of key personnel
2.0	Experience in Similar Projects recently
3.0	Programme

4.0	Methodology
5.0	Price
6.0	Professional Indemnity
7.0	Public Liability
8.0	Tax compliance certificate
9.0	FNPF Compliance certificate
10.0	Business Registration
11.0	Vat Registration

Appendix
Site Locality

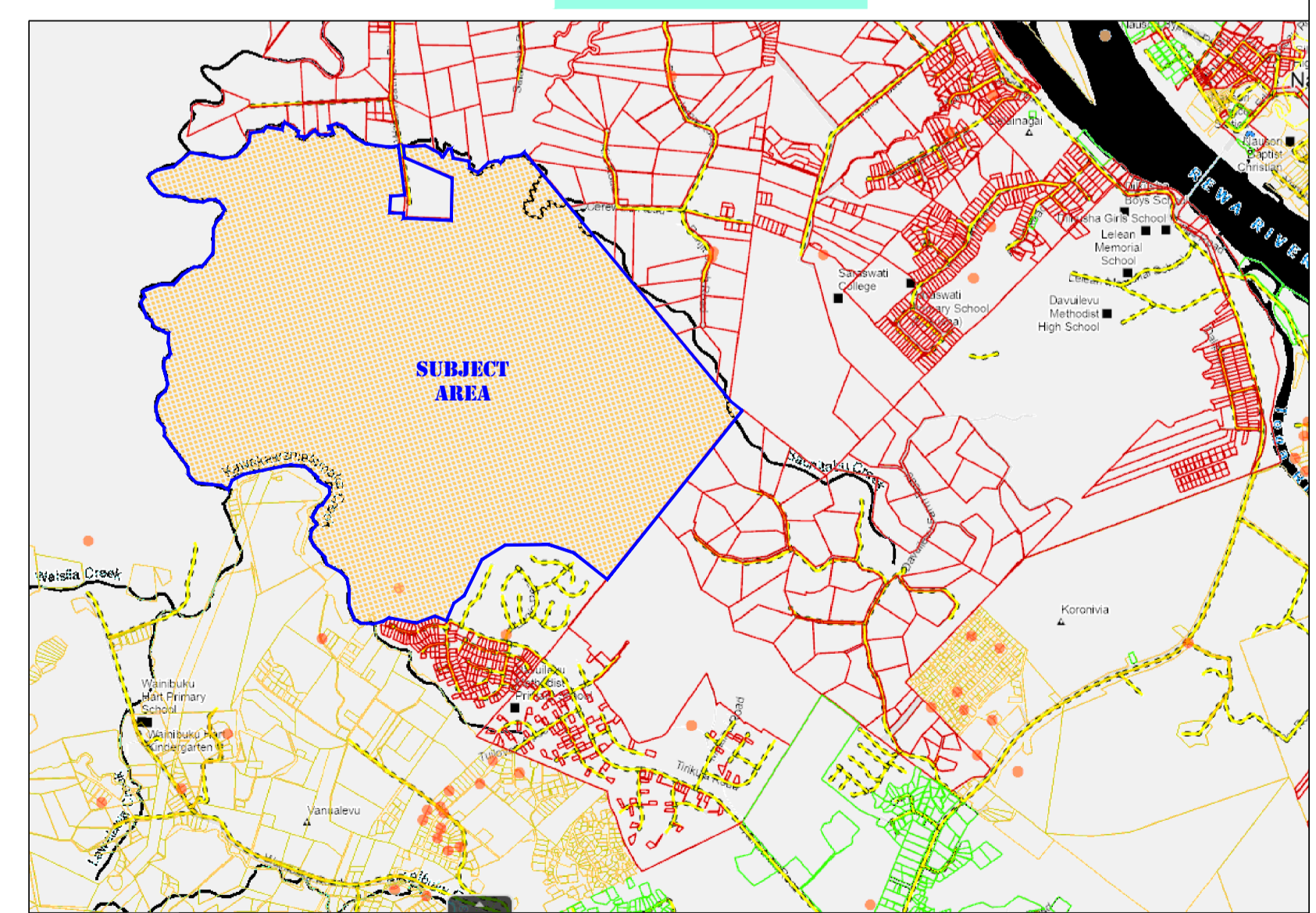


Concept Masterplan



- LEGEND:**
- INDUSTRIAL
 - CIVIC
 - COMMERCIAL
 - RESERVE
 - DRAINAGE
 - PEDESTRIAN ACCESSWAY
 - RESIDENTIAL 'B'
 - RESIDENTIAL 'C'
 - RESIDENTIAL 'D'

LOCALITY DIAGRAM
NOT TO SCALE



	NAME	DATE	ISSUED	No.	NAME	DATE	REVISIONS	NAME	DATE
DRONE SRVY	KAHUTO	2024	FIELD BOOK						
DESIGNED	RGJ	02/09/25	LEVEL BOOK						
DRAWN	C.W / S.R	02/09/25	CALC BOOK						
TRACED									
CHECKED	RGJ	02/09/25							
APPROVED	RGJ	02/09/25							

WOOD & JEPSEN CONSULTANTS
CIVIL ENGINEERS SURVEYORS PLANNERS

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FIJI e-mail: rgjepsen@woodjepsen.com.fj

CLIENT



Housing Authority

PROJECT

WAILA CITY

TITLE **REVISED CONCEPT PLAN**

SCALE (A1) 1: 3500

SHEET No 1

W&J JOB # 11927