



ALFRED NZO
DISTRICT MUNICIPALITY

TERMS OF REFERENCE

MATATIELE & CEDARVILLE
WASTEWATER RISK ABATEMENT PLAN HIRA

INTRODUCTION

The Directorate of IDMS in Alfred Nzo District Municipality (ANDM) is facilitating the development of a Wastewater Risk Abatement Plan (WWRAP) HIRA for Matatiele and Cedarville pond. The ANDM is composed of the Umzimvubu, Ntabankulu, Bizana and Matatiele Local Municipalities. Municipal Systems Act 32 of 2000 emphasises on the role of the municipality to provide clean and safe environment that will promote sustainable development and service delivery.

2. PURPOSE OF THE PROJECT

The project resulted from the mandate that the Alfred Nzo District Municipality (ANDM) must play a role in ensuring the safe environmental management practices that will ensure a sustainable service delivery that is not harmful to the people. In terms of the RSA constitution of 1996, S2 (24), everyone has a right to a healthy environment. A healthy environment is the one that is conducive for sustainable development and service delivery.

This project therefore, aims at providing options for the municipality to assess risks and hazards associated with wastewater treatment practices. The main purpose of the project is to undertake a comprehensive risk assessment for Ntabankulu and Bizana Wastewater Risk Abatement Plan. This plan focuses at the management practices applied to waste water treatment and to ensure the applicability of these practices to the management of treated wastewater quality effluent.

3. OBJECTIVE OF THE PROJECT

The primary objectives of WWRAP HIRA are to minimise contamination of the water resource to which the treated effluent is returned to, the reduction or removal of contamination through treatment processes and the prevention of contamination during transport of wastewater, storage and disposal of sludge. The intended consequence of these objectives has direct bearing on the safeguarding of public health and environmental integrity. The objectives are equally applicable to large wastewater treatment plants, as well as smaller wastewater treatment systems, and are achieved through:

- Identification of potential sources of contamination and how they can be controlled.
- Validation of control measures employed to control hazards.
- Implementation of a system for monitoring the control measures within the waste water system.
- Timely corrective actions to ensure that it is safe to dispose the final effluent to the natural environment.

4. ROLE OF A SERVICE PROVIDER

A successful Service provider will have to assist ANDM with undertaking detailed Waste Water Risk Abatement Plan hazard identification and risk assessment. Service provider will have to ensure that the existing plan is in line with Waste Water Risk Abatement Plan guidelines and General Authorisation.

4.1 SCOPE AND EXTENT OF WORK

- This task mostly involves comprehensive risk assessment and management that encompasses all steps in the wastewater chain from inlet or drainage to final effluent discharge point or reuse.
- The risk assessment must indicate whether the treatment facility has the ability to adequately treat the wastewater, from raw sewage to final effluent quality complying with General Authorisation/license.

The project time frame is three (3) months from the date of appointment of the service provider. The successful Service provider will have to assist ANDM in undertaking the waste water risk abatement plan hazard identification and risk assessment for Matatiele WWTW and Cedarville pond.

4.2 STAKEHOLDERS CONSULTATION

Through consultation between the service provider and the Alfred Nzo District Municipality, the service provider will provide scientific guidance, while the municipality of Alfred Nzo will be responsible for undertaking the stakeholder consultations where necessary.

4.3 PROJECT MANAGEMENT

In case where the appointed service provider appoints the services of other consultants or sub-contractors, the appointed service provider will take responsibility of the work of the sub-contractors. The project is to be co-ordinated and managed by an Operational Team comprising of Officials from the Alfred Nzo District Municipality as well as the appointed service provider. A project team leader/ management will act as a liaison party between the service provider and the ANDM.

5. EDUCATION AND CAPACITY BUILDING

The appointed service provider will be required to transfer skills and share knowledge on this nature of the exercise with ANDM officials during the time of the project. For monitoring purpose it is advisable that during the site visits and other tasks the municipal officials working in the WSP and Environmental units be involved to ensure the credibility of this task.

6. REPORTING MECHANISM

Since the project is to be completed within three months, appointed service provider will have to produce draft report for inputs and final draft report for adoption by different council structures.

7. REFERENCE MATERIALS

It is recommended that the following documents be used for reference purposes:

- Integrated Development Plans (IDPs) for the district
- Waste Water Risk Abatement Plan

8. CRITERIA FOR SELECTION

In terms of this policy, the project will follow a 7 day quotation tender process of 80/20.

In addition, the following criteria will be considered:

Proposals will be evaluated based on the following criteria (100)

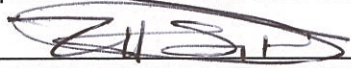
ITEM	Weight
STAGE 1 OF EVALUATION – FUNCTIONALITY	
Functionality	100

• Qualification	50
• Methodology	50
STAGE 2 OF EVALUATION – PRICE & PREFERENTIAL POINTS	
BBBEE POINTS	20
Price	80
TOTAL	100

Functionality	Weight
Qualification	40
A service provider must have either of the following qualifications: ❖ Civil engineering or Environmental Science/Management or chemical engineering. (proof of qualifications to be attached)	40
EXPERIENCE	10
A service provider must have been conducted or completed either of the following projects: ❖ Two projects in Wastewater Risk Abatement Plan HIRA identification ❖ One project in Wastewater Risk Abatement Plan HIRA identification	10 05
METHODOLOGY	50
❖ Procedures on undertaking risk assessment for Waste Water Risk Abatement Plan.	30
❖ Relevant legislations governing Waste Water Risk Abatement Plan.	20

NB: Bidders scored less than 70% of points allocated for functionality will not be considered further for price.

For any queries regarding this terms of reference, feel free to contact Ms N Chonco at telephone number 039-254-5069/5089 during normal office hours.


APPROVED/NOT APPROVED
ZH. SIKHUNDLA
MUNICIPAL MANAGER