



PORT OF NGQURA: APPOINTMENT FOR A SERVICE PROVIDER TO CONDUCT A STRATEGIC ENVIRONMENT ASSESSMENT TRANSNET NATIONAL PORTS AUTHORITY, PORT OF NGQURA

For:	TNPA Port of Ngqura
Prepared by:	TNPA Port Environment, Port of Ngqura
Author:	Zukiswa Magidela
Project Manager:	Zukiswa Magidela
Project Sponsor:	Bongumusa Buthelezi
Revision Number:	001
Revision Date:	2013-10-15
Print Date:	2023-03-30
Document No:	

1. INVITATION TO SUBMIT A QUOTATION

1.1. Quotations are hereby requested by Transnet National Ports Authority from suitable Service Providers to conduct a strategic environmental assessment in the Port of Ngqura Port Elizabeth.

1.2. Only tenderers who:

- Proven ability to draft a successful SEA
- Environmental planning experience e.g.: (in the development of SEA's or Environmental Management Frameworks)
- Town and regional planning experience (e.g.: working knowledge and experience in the drafting of planning tools such as Development frameworks, land use management systems, etc.)
- Access to relevant Specialists, including engineers, ecologists, coastal engineers/specialists, legal specialists, geohydrologist, natural resource management expert, cultural/heritage expert etc.
- Public participation and facilitation skills with knowledge of the communities and issues in the study area.
- Have SACNASP and EAPASA registration

Are eligible to submit quotations.

2. BACKGROUND:

A Strategic Environmental Assessment (SEA) is a process that is used to assist decision making when planning for development. SEA considers environmental issues whilst making development plans and programmes. The process evaluates the opportunities that the environment offers to development and the constraints that it imposes, and it is also considered as a structured, proactive process that strengthens the role of environmental issues in strategic decision making.

The South African Ports are responsible to ensure the economic sustainability of the Port system by generating sufficient revenue to provide port infrastructure and services that is required for trade and to facilitate economic growth in South Africa through efficient provision of a logistic platform.

In terms of the Ports Act 12 of 2005, this must be carried out in such a way that a fair and reasonable, balance is achieved between the protection of the environment and the establishment, development, and maintenance of Ports. SEA will be used as a guide in developing the Port's Master Plans.

2.1. OBJECTIVE:

The objective of this project is to assist in achieving optimal environmental protection and sustainable development by considering environmental effects of proposed development plans and identifying best practicable environmental alternatives.

DOCUMENT NO.	REVISION	PAGE
STRATEGIC ENVIRONMENTAL ASSESSMENT SPECIFICATION	001	2 OF 10

2.2. SCOPE OF WORKS AND GENERIC CONDITIONS OF CONTRACT

A service provider is sought to conduct a SEA for TNPA, Port of Ngqura, taking into consideration the DEAT (2004) Strategic Environmental Assessment Integrated Environmental Management, Information Series 10, DEAT Pretoria. An environmental service provider will conduct the SEA process by identifying, describing, and evaluating all significant effects that the Port Development Framework Plan's implementation might have on the environment. The service provider would be responsible for the overall project management, sourcing of specialists where necessary, drafting the SEA documentation, liaison with the project team inclusive of the public participation process. The key deliverables to be considered as part of SEA development are

- 2.2.1. Development of a vision;
- 2.2.2. Identification of key stakeholders/ interested & affected parties for involvement in the SEA process.
- 2.2.3. Identification of significant strategic issues (consolidating the ones which have already been identified in the Port of Ngqura Long-Term Development Plan;
- 2.2.4. Address the causes of significant environmental impacts identified in the Port's Aspects and Impacts Register.
- 2.2.5. Align the SEA with current port development framework and any other proposed plans for the Port and streamline subsequent EIA's for individual projects through the identification of limits of acceptable change.
- 2.2.6. Identify opportunities and constraints posed by the social, bio-physical, and economic environment to achieve sustainability objectives.
- 2.2.7. Identify and incorporate all legislation, policies, plans and programmes that are required in order to inform the SEA.
- 2.2.8. Investigate and determine the potential environmental impact of commodities in the port's natural hinterland that are existing or that are planned to be explored which can be handled/exported through the Port.
- 2.2.9. Evaluate and highlight fatal flaws that will prohibit certain developments and the handling of a particular commodity in the Port.
- 2.2.10. Engage EXCO members of TNPA, Port of Ngqura and other relevant personnel as required.
- 2.2.11. Engage with relevant authorities.
- 2.2.12. Develop management guidelines for the implementation of sound environmental principles during the decision-making processes.
- 2.2.13. Provide recommendations in line with planned development and applicable legislation
- 2.2.14. Study the Port Developments Framework Plan and provide overview of short term to long term environmental impacts.
- 2.2.15. Develop the baseline conditions (physical, biophysical, social, and economic) of the Port and review relevant environmental specialist studies developed as part of capital infrastructure development or environmental management plans in the Port.
- 2.2.16. Review and update the legal framework and ensure it's aligned to current South African legislation.
- 2.2.17. Identify, describe and evaluate all significant effects that the implementation of the Port Development Framework Plans (PDFP), including programmes implemented outside the PDFP.

DOCUMENT NO.	REVISION	PAGE
STRATEGIC ENVIRONMENTAL ASSESSMENT SPECIFICATION	001	3 OF 10

- 2.2.18. Provide recommendations aimed at achieving optimal local Integrated Development Planning and provide the port developer and the municipality with useful tools to evaluate the environmental sustainability of the project and the overall development planning process.
- 2.2.19. Provide Guidelines for sustainable development that encompasses, goals, targets, sustainability initiatives and reporting indicators.
- 2.2.20. Investigate and determine the potential environmental impact of commodities in the port's natural hinterland that are currently or are planned to be explored, which can be handled /exported via the Port.
- 2.2.21. Evaluate and highlight "fatal flaws" that will prohibit certain developments and the handling of a particular commodity in the port or precinct of the Port.
- 2.2.22. Evaluate and highlight "fatal flaws" that will prohibit certain developments and the handling of a particular commodity in the port or precinct of the Port.
- 2.2.23. Engage with all relevant authorities including but not limited to the Dept. of Environment Affairs and Development Planning, etc.
- 2.2.24. Provide recommendations in line with planned development and applicable legislation.

2.3. **APPROACH**

This section describes the general process to be followed during the SEA and should not be regarded as a specification, but rather as a guideline to assist the service provider in conducting work professionally and ensure that the outcome of the study conforms to the study objective.

The service provider shall ensure that the SEA follows the four general process Stages below:

- Stage 1 Screening of Plans and Programmes
- Stage 2 Scoping the SEA
- Stage 3 Identification, Prediction, Evaluation and Mitigation of Potential Impacts
- Stage 4 Consultation, Revision and Post-Adoption Activities

The SEA must be:

- **INTEGRATED**- ensures an appropriate environmental assessment of all strategic decisions relevant for the achievement of sustainable port development, addressing the interrelationships of biophysical, social, and economic aspects
- **FOCUSED**- Provides sufficient, reliable and practical information for development planning and decision making, concentrates on key issues of sustainable port development, is customised to the characteristics of the decision-making process, and is cost and time effective.
- **ACCOUNTABLE**- is carried out with professionalism, fairness, impartiality, and balance, is subject to independent checks and verification, and documents justifies how sustainability issues were considered in decision making.
- **PARTICIPATIVE**- informs and involves interested and affected parties and government bodies throughout the decision-making process, and explicitly addresses their inputs and concerns in documentation and decision making. Ensures availability of the assessment results early enough to influence the decision-making process and inspire future planning. Provides sufficient information on the actual impacts of implementing a strategic decision to judge whether this decision should be amended.

2.3 PROJECT SPECIFIC SPECIFICATIONS AND OTHER TECHNICAL SPECIFICATIONS

2.3.1 ENVIRONMENTAL STATUS QUO REPORT

After literature review and extensive ground-truthing, the service provider must prepare a report and, where relevant, supporting maps at the required scale, on the status quo of the environment. This report must address/include the following:

- A representation of the status quo of the physical environment within the study area.
- A representation of planned and existing land uses that may threaten environmental resources within the study area
- A representation of the current use of land that provide a detailed sub-property analysis of the nature of current activities that occupy land in the study area.
- A representation of land ownership, existing land uses/rights, (long-term leases) pressures within the study area.
- Status of infrastructure and engineering services provision and carrying capacity
- A representation of planned and/or existing land uses that are potentially in conflict over the same land resources and identify development pressures and trends.

2.3.2 SEA REPORT

- A clear structure with a logical sequence, for example describing existing baseline conditions, predicted impacts (nature, extent, and magnitude), scope for mitigation, agreed mitigation measures, commitments to monitoring, significance of unavoidable/residual impacts for each environmental topic.
- A clear description of the Port plans, its objectives, and the measures within it.
- A description of the Port plans preparation and approval process and how SEA fits into this.
- A full description of the proposed implementation of the Port plans
- Makes effective use of diagrams, illustrations, photographs, and other graphics to support the text.
- Contains a good description of the methods used for the studies of each environmental topic.
- Covers each environmental topic in a way that is proportionate to its importance and at a level of detail that corresponds to the Port plans.
- Provides evidence of consultation.
- Includes a clear discussion of alternatives.
- Makes a commitment to mitigation (with programme/s) and to monitoring.

The service provider would be required to draft a Public Participation Strategy, arrange for public consultation meetings, presentations and keep record of the outcomes of these meetings. The public participation process must be ongoing and be fully transparent and consultative. The final SEA should include a summary report regarding the public participation process.

A draft copy of the SEA (or relevant components thereof) must be circulated for comment to identified stakeholders. After incorporation of comments, the draft SEA would need to be workshopped with the project team, stakeholders, and the public. The SEA must include all the relevant action plans required for the implementation of the SEA and all the strategies that form part thereof. The Final SEA must include an Implementation Plan, including actions, guidelines, phasing, roles, responsibilities, budgets, environmental bylaws, etc. Identify potential environmental management projects and produce a minimum of two (2) business plans for the project.

DOCUMENT NO.	REVISION	PAGE
STRATEGIC ENVIRONMENTAL ASSESSMENT SPECIFICATION	001	5 OF 10

2.3.3 KEY DELIVERABLES

The successful service provider shall undertake to:

- Advise the Environment Manager in writing as soon as possible as it becomes evident that for any reason the required delivery date cannot be met.
- Negotiate a new delivery date acceptable to the Company, provided that the Company reserves its right to hold the service provider to the original date, save and except in instance of vis major.

The successful service provider shall provide the following documents/data as set out in the Scope of work above (**clause 2.3**):

- Inception report,
- public participation strategy and report,
- specialist studies,
- draft environmental status quo report/sea report,
- SEA including all relevant environmental control zones, management/action plans and guidelines for the implementation of SEA, land use scheme (where applicable) and all imagery and shapefiles developed to support the study.

The service provider must provide the Project Team with two hard copies, and one electronic copy of the final documents. The electronic copy must be produced in PDF format and all spatial information must be geo-referenced appropriately. The service provider will also conduct a presentation outlining the findings of the SEA at the end of the study.

ALL PRACTICES REGARDING THIS CONTRACT SHALL COMPLY WITH ALL RELEVANT LEGISLATION

DOCUMENT NO.	REVISION	PAGE
STRATEGIC ENVIRONMENTAL ASSESSMENT SPECIFICATION	001	6 OF 10

2.4. LOCATION OF THE SITE AND ACCESS



- 2.4.1. The Project is in the Port of Ngqura, Port Elizabeth, Eastern Cape, South Africa.
- 2.4.2. The SEA will cover the Port of Ngqura Port Limits
- 2.4.3. Access to the site can be gained via the N2 on to Neptune Road.
- 2.4.4. The contract is solely for TNPA Operations.

2.5. DURATION, COMPLETION DATE AND EXTENSION OF THE WORKS

- 2.5.1. The estimated duration of the Works is (including two weeks for submission and approval of the Compliance File i.e SHE file):
 - Duration of work should not be more than 18 months
- 2.5.2. Any extensions to the Completion Date shall be subject to:
 - Change in scope of the works.
 - Delays due to other reasonable reasons.
- 2.5.3. The Service Provider shall submit a claim for extension for each event that may warrant extension of the completion date. Claims for extension shall be submitted to the TNPA Project Manager within 7 days of the event. Any claims made for events after 7 days of the event occurring will not be entertained.

DOCUMENT NO.	REVISION	PAGE
STRATEGIC ENVIRONMENTAL ASSESSMENT SPECIFICATION	001	7 OF 10

2.6. INSURANCE

- 2.6.1. Before the Service provider commences with the works, the Service provider must effect and maintain (if the Service provider does not already carry these insurances under its annual policies of insurance) at its own expense, all insurances required by law and the contract, including:
- a) Public liability insurance covering liability to third parties for injuries, death, loss of and damage to the property from anything done or omitted to be done for the public liability insurance.
 - b) Motor vehicles third party insurance for all relevant vehicles.
- 2.6.2. Before commencement of the works and whenever subsequently requested in writing by the TNPA Project Manager, the Service provider must provide TNPA Port of Ngqura with certificates of currency to demonstrate that the insurance referred to have been affected and are being maintained.
- 2.6.3. The Service provider must notify TNPA Port of Ngqura immediately of any circumstances, injuries, deaths or incident that may occur on site which may, or may not, involve a claim against both the Service provider and TNPA Port of Ngqura.
- 2.6.4. TNPA Port of Ngqura will not be liable for any claim or part of claim against the Service Provider's liability mentioned in (clause 2.6.1).

3. TNPA PORT OF NGQURA SHE REQUIREMENTS

- 3.1. All general TNPA SHE documentations are available upon request. Any additional SHE Documentation shall be issued to the Service provider by TNPA SHEQ after award of the Purchase Order.

DOCUMENT NO.	REVISION	PAGE
STRATEGIC ENVIRONMENTAL ASSESSMENT SPECIFICATION	001	8 OF 10

PORT OF NGQURA STRATEGIC ENVIRONMENTAL ASSESSMENT PRICING SCHEDULE:

ITEM NO.	DESCRIPTION	TOTAL:
A.	PRELIMINARY AND GENERAL	
	<i>Detailed breakdown to be provided on request.</i>	
B.	SAFETY FILE	
	<i>Safety File submission as per Section 3 of this Specification.</i>	
C.	DESKTOP STUDY	
D.	SITE VISITS & FIELD WORK	
E.	PUBLIC PARTICIPATION	
F.	DRAFT REPORTS	
G.	FINAL REPORT SUBMISSION	
	<i>Two hard copies, and one electronic copy</i>	
	SUB-TOTAL	R
	ADD 15% VAT	R
	TOTAL	R

DOCUMENT NO.	REVISION	PAGE
STRATEGIC ENVIRONMENTAL ASSESSMENT SPECIFICATION	001	10 OF 10