



Terms of Reference – Environmental & Traffic Impact Assessment

Introduction

Public Rental Board (PRB), a Commercial Statutory Authority established to provide affordable rental flats to low-income earners, invites tenders from registered and qualified Environmental Impact Assessment & Traffic Impact Assessment consultants for the proposed development of a 10-acre site at Namelimeli.

The assessments shall provide complete, reliable and professional documentation to inform design optimisation, infrastructure planning, construction staging and long-term environmental management.

Consultants are required to provide a detailed professional fee proposal for full assessment works and supply valuable expert information to guide engineering design, construction planning, environmental mitigation and the identification of potential environmental and infrastructural constraints.

- Proposed Namelimeli Development Feasibility Report
- Geotech report
- Lease Agreement
- Draft scheme plan concepts

PRB's initiative is to undertake the Namelimeli development which consist of residential lots, facilities, amenities, services, sustainable energy growth & gray water harvesting.



Locality Plan

The objective of the EIA and TIA is to identify and assess potential environmental and traffic impacts associated with the proposed development, and ensure all risks to land, water, air, biodiversity, community wellbeing, and surrounding road networks are understood before construction begins. The assessments will recommend appropriate mitigation and management measures, outline environmental and traffic risks during construction and operation, and prepare an Environmental Management Plan to guide compliance. Traffic volumes, road access and network capacity will be analysed to determine required safety and infrastructure upgrades. Overall, the EIA and TIA will provide the necessary information and documentation to support PRB in securing DOE and FRA approvals for the project.

Scope of Work

The Consultant is required to conduct comprehensive Environmental Impact Assessment (EIA) and Traffic Impact Assessment (TIA) for the proposed development. The Scope of Work is divided into EIA and TIA sections, with each task explained for clarity.

Environmental Impact Assessment

1. The Consultant shall undertake a full Environmental Impact Assessment that includes reviewing the project description, layout, and proposed development activities, and conducting baseline environmental studies covering land, soil, water quality, drainage, vegetation, biodiversity, air quality, noise, and socio-economic conditions.
2. The assessment must identify and evaluate all potential environmental impacts during site preparation, construction, operation, and decommissioning.
3. As part of the EIA, the Consultant is required to carry out a comprehensive waste management assessment for greywater and blackwater, including analysis of wastewater generation, potential impacts on soil, groundwater, and surrounding ecosystems, and evaluation of both separate and combined treatment system options.
4. The Consultant must determine the most suitable wastewater treatment technology based on site characteristics and provide a cost-benefit comparison and environmental performance assessment for each option.
5. The EIA must also include stakeholder and community consultations in accordance with the Environment Management Act 2005 and EIA Regulations 2008, and provide practical mitigation, monitoring, and management measures within a complete Environmental Management Plan (EMP).
6. The Consultant shall prepare and submit the Draft and Final EIA Reports with all relevant findings, technical data, and recommendations. The Consultant shall ensure that all assessments conducted under the Environmental Impact Assessment led to clear, conclusive, and technically justified recommendations.
7. Based on the findings of the baseline studies, impact evaluations, and technical analyses, the Consultant must provide firm recommendations on the environmental feasibility of the proposed development, the required mitigation measures, and any necessary design or operational modifications.
8. No part of the EIA shall contain open-ended, conditional, or inconclusive statements. All outcomes must be supported by data and professional judgment to enable PRB and regulatory authorities to make fully informed decisions without ambiguity.

Traffic Impact Assessment (TIA)

1. The Consultant shall undertake a full Traffic Impact Assessment (TIA) in accordance with Fiji Roads Authority (FRA) guidelines.
2. As part of the TIA, the Consultant is required to assess existing road conditions, traffic volumes, intersection performance, pedestrian movements, and road safety issues affecting the project site, using both field observations and available data.
3. The Consultant shall incorporate and reference all relevant site information from the Feasibility Report as well as levels, contours, and access constraints identified in the Peripheral Survey to ensure all traffic assessments reflect accurate ground conditions.
4. The Consultant must carry out traffic surveys, develop projected traffic volumes, and prepare trip generation estimates based on the proposed development to establish future traffic demand.
5. The Consultant shall then assess the impacts of increased traffic on surrounding roads and intersections, highlighting operational issues, safety concerns, capacity constraints, and any risks associated with construction traffic.
6. Based on these assessments, the Consultant shall provide clear, definitive, and technically justified recommendations for site access design, internal vehicular circulation, parking layout, intersection treatments, turning movements, and external road upgrades. All recommendations must directly reference findings from the Feasibility Report and the levels provided by the Peripheral Survey.
7. The Consultant is also required to prepare a Construction Traffic Management Plan (CTMP) that includes traffic movement controls, scheduling of heavy vehicles, safety measures, signage requirements, and mitigation strategies to manage construction-related traffic impacts. Draft and Final TIA Reports must be prepared in compliance with FRA requirements and must provide PRB with sufficient technical justification to support approval processes.
8. No part of the TIA shall contain open-ended, conditional, or inconclusive statements; all recommendations must be final and supported by engineering evidence, modelling, and professional judgment.

Consultant is responsible for delivering:

- Inception Report
- Draft EIA & TIA Reports
- Final EIA & TIA Reports
- Environmental Management Plan (EMP)
- Maps, surveys, technical data, and supporting documentation.

2 Payment Drawdown

1. Environmental Impact Assessment – Fee Proposal

No.	Description	Cost
1	Mobilisation & Inception Report Covers mobilisation of personnel, equipment, review of project documents, methodology confirmation, work plan, and site visit scheduling. Submission and approval of the Inception Report.	
2	Completion of Baseline Environmental Studies Includes field investigations, environmental data collection (land, water, biodiversity, noise, social), and initial analysis.	
3	Submission of Draft EIA Report Includes environmental impact assessment results, greywater and blackwater waste management evaluation, treatment system comparison, mitigation measures, and preliminary Environmental Management Plan (EMP).	
4	Stakeholder & Community Consultations Completed Includes documentation of consultations, minutes, issues raised, and incorporation of stakeholder input into the report.	
5	Submission of Final EIA Report & Final EMP Submission of final reports including incorporation of regulatory and stakeholder feedback, final wastewater treatment recommendations, cost-benefit and environmental performance analysis, and a complete EMP. Reports must include clear, conclusive recommendations.	
6	Presentation to Client and/or Regulatory Authorities (if required) Covers final presentation, clarifications, and handover of all digital and hardcopy documents.	
Total Cost (VIP)		

2. Traffic Impact Assessment – Fee Proposal

No.	Description	Cost
1	Assessment of existing road and traffic conditions, including review of Feasibility Report and Peripheral Survey levels	
2	Traffic surveys, trip generation, and development of future traffic projections	
3	Impact analysis on surrounding roads, intersections, capacity, and safety risks	
4	Recommendations for access, internal circulation, parking, intersection improvements, and external road upgrades all based on Feasibility Report & Peripheral Survey levels	
5	Preparation of a detailed Construction Traffic Management Plan (CTMP)	
6	Preparation and submission of Draft and Final FRA-compliant TIA Reports with conclusive recommendations	
Total Cost (VIP)		

Tenders shall include but not limited to the following:

1. Consultant/ individual profiles
2. Company Registration & TIN Letter
4. Certificate of Exemption
5. Past work Experience
6. Human Resources break down
7. Liability Insurance
8. OHS certification
9. Timeline
10. Assumptions
11. Limitations
12. Fees and charges

3 Tender Requirements

1. EIA consultant must be accredited under the Fiji EIA Consultants Register.
2. TIA consultant must be a qualified Traffic/Transport Engineer or Planner.
3. A copy of their membership certification shall be attached with the tender submission.
4. Demonstrated experience in EIA/TIA for similar projects.
5. The tender submitted shall not exclude any items listed above
(Please indicate clearly if required items are excluded in the fee proposal).

Tender submission is to be marked “**Tender 23/25 – Namelimeli Consultancy Services (please specify the consultancy service)**” and addressed to:

**The General Manager
Public Rental Board
PO Box 5275
Raiwaqa.**

and all submission will be accepted and shall be uploaded to the PRB website www.prb.com.fj no later than **4.00pm on Friday 19th December 2025**.

- **PRB reserves the right to reject any tender. The lowest or any other offer shall not necessarily be accepted. Late tender submission will be disqualified.**

For further enquiries, please contact Nacanieli Volau/Lorima Vunibola on telephone 3387787 ext. 118 or email tenders@prb.com.fj