

TERMS OF REFERENCE

(TOR)

HARVESTING OF THE MASAMASA-FALELIMA FOREST PLANTATION, SAVAII

INTRODUCTION

The Masamasa-Falelima Forest Plantation (MFFP) is a vital component of the Masamasa-Falelima National Park (MFNP), managed and maintained by the Ministry of Natural Resources and Environment (MNRE) through its Forestry Division. The MFNP is one of five national parks under government management, collectively forming a key part of Samoa's Protected Area Network, dedicated to preserving its natural and cultural heritage for the benefit of present and future generations.

The forest plantation was established as part of a New Zealand funded Reforestation Project in the early 1980s, aimed at rehabilitating the area following extensive harvesting of native trees during the Potlach Sawmill operations of the 1960s and 1970s. In 2007, the Government of Samoa designated the area as a National Park to prioritize conservation and climate change adaptation efforts.

To further enhance the park's ecological integrity and align with the goals of Samoa's Protected Area Network, the MNRE, through the Forestry Board, has approved the removal of exotic timber species and their replacement with native tree species. This decision is in line with the recommendations outlined in the 2019 Management Plan for the National Park, which emphasized the importance of removing exotic species that dominate areas below 600 meters in elevation.

The harvesting operation will serve dual objectives of conservation and sustainable development. Consistent with Management Action 5(c), the harvesting process aims to strengthen efforts in replanting and maintaining native trees within the existing forest plantation. This aligns with the primary goal of the National Park to preserve and restore native biodiversity. Guided by Management Action 5(b), the stock assessment of the plantation forest identifies sustainable management options to provide economic benefits for Samoa, support community livelihoods, and contribute to income generation for local communities.

EXPRESSSIONS OF INTEREST

The MNRE is seeking expressions of interest from qualified and experienced local companies/contractors to carry out the harvesting of selected exotic timber species in accordance with the MF Forest Plantation Harvesting Plan developed by the Forestry Division. All operations must adhere to the Code of Logging Practices and the Forestry Management Act 2011, which govern the sustainable use of forestry resources in Samoa. The harvesting operation is expected to be carried out for a period of 3 years.

The successful contractor will be required to:

- a) pay an advance payment of **SAT\$1,000,000.00 (One Million Tala)** upon signing the formal contract;
- b) undertake the harvesting of the MF forest plantation in accordance with the Masamasa-Falelima Forest Plantation Harvesting Plan;
- c) abide by the conditions of the *Forestry Management Act 2011*, Code of Logging Practice, PUM Act 2004, and other relevant legislation that regulate forest resources and developments in Samoa;
- d) submit all data and information pertaining to the harvesting operation in the course of the contract.

SCOPE OF WORKS

The scope of works (but not limited to) is detailed below.

A. Secure Permits and Compliance

1. Ensure all required permits and legal approvals are in place.
 - a) Register Sawmill under the Forestry Division
 - b) Obtain a Logging Permit as required by the Forestry Management Act 2011
 - c) Obtain Development Consent from MWTI as required by the PUM Act 2007
2. Review and confirm the Pre-Harvesting Inventory and stock assessment of the proposed harvest area with the Forestry Division.
3. Develop a detailed harvesting and logging plan outlining methods, timelines, and equipment including a harvest schedule and selective logging plan to be approved by the Forestry Division. Ensure compliance with the Code of Logging Practices and Forestry Management Act 2011 and other relevant environmental legislation.

B. SITE PREPARATION

4. Identify and confirm harvest compartments and mark harvesting boundaries and buffer zones using flags, stakes, or GPS tools.
5. Clear existing access roads and trails for the approved harvest compartments and landing sies to facilitate machinery movement reducing impact on regeneration vegetation. Prioritize the use of pre-existing paths to reduce the need for additional clearing and implement measures to protect surrounding areas and minimize environmental impact from unnecessary disturbance.
6. Adhere to safety protocols, provide appropriate personal protective equipment (PPE), and conduct routine training of staff to minimize risks and ensure a secure working environment in line with the Occupational Safety and Health Act 2002.
7. Develop and produce living maps for the harvesting operation showing labeled processes and stages per the schedule in the approved Harvesting and Logging Plan.

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8. Using the approved Pre-Harvest Inventory, identify and mark trees based on the predetermined criteria (age, size, etc) and ensure compliance with the code of logging practices conditions and sustainable forestry practices

C. HARVESTING / LOGGING OPERATIONS

9. Provide workers with necessary personal protective equipment (PPE) and conduct safety briefings.
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10. Conduct regular safety checks and enforce compliance with safety protocols. Ensure emergency equipment and first aid kits are readily available.
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11. Deploy machinery (e.g., chainsaws, skidders, forwarders) and ensure they are in good working condition.
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12. Ensure only the trees designated in the plan are felled, based on species, size, and location. Apply directional felling techniques to minimize damage to surrounding trees and vegetation.
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13. Minimize Environmental Impact by ensuring designated buffer zones are protected and ensure erosion control measures on trails and roads are implemented.
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14. Transportation of logs from the harvest site to processing facilities must ensure minimal damage to remaining trees, underground vegetation, and forest floor.
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15. Use pre-designated skid trails and extraction routes to reduce soil compaction and erosion. Avoid unnecessary movement of machinery outside the approved logging zones.
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16. Remove non-biodegradable waste and construction debris from the site in line with approved waste management plan for the harvesting operation.
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17. Provide records of harvested volumes, species, and locations using log books to be included in fortnightly progress reports to the Forestry Division.
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18. Provide fortnightly progress reports to the Forestry Division, verifying that all operations comply with the approved plan, documenting harvested volumes in approved harvest compartments, timelines, environmental impacts and challenges and recommendations.
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SUBMISSION OF EOIs

Submissions are to be made to the Tenders Board and will be evaluated in accordance with national procurement guidelines and processes.

REQUIRED PERSONNEL AND COMPETENCIES

The Contractor should have at least the following personnel in their team:

- (a) A qualified Project Manager to manage the project with 10 years of project management experience. Experience with Pacific and Samoan culture and traditions is essential and important for community engagement purposes.

- (b) A qualified Forester or Environmental Scientist with at least 10 years of experience in forest management and harvesting to lead and manage the harvesting operation.
- (c) Minimum of two qualified sawmill operators with proven experience of five years, at least.
- (d) A mechanical engineer with experience in maintaining the sawmill and other machinery used during the harvesting operation
- (e) Log scaler(s)/graders to register trees logged, milled timber, and waste generated during the logging operations.
- (f) A qualified environmental and social safeguard specialist to ensure minimal environmental and social impacts during the logging operation.
- (g) Sufficient number of laborers to carry out tasks related to processing timber, transporting logs, clearing trails, and removing debris during the operation including movements and efficient functioning of the sawmill.
- (h) Qualified staff to negotiate and prepare reports from time to time before, during and after the operation (or administration officers).

REQUIRED EQUIPMENT

The Contractor should have, at a minimum, the following equipment:

- (a) Sawmill (min. 2);
- (b) Skidder/Loader/Forwarders (min. 2);
- (c) Chainsaws (min. 6);
- (d) Trucks (min. 3); and
- (e) Dozer (min. 1).

PRE-QUALIFICATION CRITERIA

All interested bidders are requested to submit the following information:

- (a) Cover Letter introducing firm and signed by authorized signatory;
- (b) Copy of Business License and Certificate of Incorporation (must be of Samoan citizenship and registration, in accordance with the *Foreign Investment Act 2000* concerning sawmilling operations);
- (c) Copy of sawmill registration (if applicable);
- (d) Brief Company Profile including key personnel and available equipment relevant to forestry harvesting operations; and
- (e) Must demonstrate experience undertaking similar projects in the last ten (10) years.

Map of the Proposed harvest area.

