

VISAKHAPATNAM PORT AUTHORITY
Visakhapatnam – 530035



EXPRESSION OF INTEREST (EoI)

For

**“APPOINTMENT OF A CONSULTANCY AGENCY FOR PROVIDING
ARCHITECTURAL, ENGINEERING, ESTIMATION, TENDERING,
TECHNICAL EVALUATION, AND QUALITY CONTROL SERVICES FOR
CIVIL INFRASTRUCTURE WORKS FOR VISAKHAPATNAM PORT
AUTHORITY, VISAKHAPATNAM,
ANDHRA PRADESH”**

August 2026

NOTICE INVITING EXPRESSION OF INTEREST

NAME OF WORK	APPOINTMENT OF A CONSULTANCY AGENCY FOR PROVIDING ARCHITECTURAL, ENGINEERING, ESTIMATION, TENDERING, TECHNICAL EVALUATION, AND QUALITY CONTROL SERVICES FOR CIVIL INFRASTRUCTURE WORKS FOR VISAKHAPATNAM PORT AUTHORITY, VISAKHAPATNAM, ANDHRA PRADESH
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Expressions of Interest (Eoi) are invited under Single Cover System (Submission of Financial Proposal) by the Chief Engineer, Visakhapatnam Port Authority from the **IPA Empanelled firms Group 1(b) – Class A** for “Appointment of a Technical Services Agency for Providing Architectural, Engineering, Estimation, Tendering, Technical Evaluation, and Quality Control Services for Civil Infrastructure Works for Visakhapatnam Port Authority, Visakhapatnam, Andhra Pradesh”

EOI Publication Date: **06/08/2026 @ 11.00 Hours**

Submission of EOI Document along with Budgetary Offer: on or Before **13/08/2026 20.08.2026 @ 18:00 Hours.**

The Eoi documents along with budgetary offer to be submitted to the below mentioned address or by email on before the Due date of Submission i.e. **13/08/2026 20.08.2026 @ 18:00 Hours.**

The Chief Engineer,
Civil Engineering Department, Administrative
Office Building, Port Area,
Visakhapatnam Port Authority,
Visakhapatnam - 530035
cevizagport@vpt.shipping.gov.in / ac.vikash@vpt.shipping.gov.in

For further details and general enquiries, the prospective applicants may write to Chief Engineer at cevizagport@vpt.shipping.gov.in / ac.vikash@vpt.shipping.gov.in, during working hours, before the last date and time of submission of Eoi document.

Chief Engineer
VISAKHAPATNAM PORT AUTHORITY

Visakhapatnam Port Authority
(Civil Engineering Department)

**APPOINTMENT OF A CONSULTANCY AGENCY FOR PROVIDING ARCHITECTURAL,
ENGINEERING, ESTIMATION, TENDERING, TECHNICAL EVALUATION, AND
QUALITY CONTROL SERVICES FOR CIVIL INFRASTRUCTURE WORKS FOR
VISAKHAPATNAM PORT AUTHORITY, VISAKHAPATNAM, ANDHRA PRADESH**

1. Invitation

Visakhapatnam Port Authority (VPA), an autonomous body under the Ministry of Ports, Shipping and Waterways (MoPSW), Government of India, hereby invites **Expression of Interest (Eoi) along with Budgetary Offer** from **Eligible Firms who meet the minimum technical qualifications only** for Appointment of a Consultancy Agency for Providing Architectural, Engineering, Estimation, Tendering, Technical Evaluation, and Quality Control Services for Civil Infrastructure Works for Visakhapatnam Port Authority, Visakhapatnam, Andhra Pradesh.

2. Background

Visakhapatnam Port Authority (VPA) operates one of India's largest and busiest deep-water ports and handles diversified Cargo Operations, Infrastructure Development Projects, Land Management, Concession Agreements, Public-Private Partnership (PPP) Projects, Commercial Transactions, Labour and Service Matters, and various Regulatory and Statutory Compliances.

The Civil Engineering Department of VPA is entrusted with implementation of comprehensive Civil Infrastructure Works, including but not limited to, Architectural Planning, Engineering Design, Preparation of Estimates, Tender Documentation, Technical Evaluation of Bids, Quality Control and Construction of Various Buildings & Civil Infrastructure Projects including Railway.

Given the scale of port operations and its associated infrastructure expansion activities in the recent years, VPA recognises need for consultancy services in Architectural, Engineering, Estimation, Tendering, Technical Evaluation, and Quality Control Services for Civil Infrastructure Works. In this context, VPA intends to engage a dedicated Technical Services Project Management Unit (PMU) comprising qualified technical professionals to provide continuous expert support to the Civil Engineering Department at VPA.

3. Scope of Services (Indicative)

The scope of the proposed Project Management Support Unit to Civil Engineering Department at VPA broadly includes but not limited to following:

3.1. Architectural Planning and Concept Development:

- i. Preparation of conceptual layouts, master plans, functional space planning, and preliminary architectural drawings.
- ii. Development of preliminary architectural designs including floor plans, elevations, sections, service areas and internal layouts.
- iii. Preparation of 3D visualisations/perspectives and presentation drawings, whenever required.
- iv. Ensuring compliance with the National Building Code (NBC), Fire Safety Regulations, local building bye-laws and other applicable statutory standards.

3.2. Detailed Engineering and Structural Design:

- i. Preparation of detailed civil and structural designs for buildings, covered sheds, roads, drains, culverts, retaining structures, PEB structures, utility trenches, water supply and sewer networks, and associated civil components excluding marine structures viz. pump house in marine condition, repair/rehabilitation of jetties/berths, wharfs, slope protection works etc. and other major civil works viz flyovers, bridges, multistorey buildings (5+ floors), etc
- ii. Structural design of structures using relevant software's viz STAAD PRO etc.
- iii. Foundation design based on soil investigation data provided by VPA.
- iv. Preparation of construction drawings, reinforcement details, bar bending schedules, and technical specifications as per relevant IS codes, IRC, RDSO and CPWD standards.
- v. Value engineering proposals wherever beneficial.

3.3. Preparation of Estimates:

- i. Preparation of preliminary cost estimates for administrative approval with supporting rate analysis.

- ii. Preparation of detailed estimates including BOQ, abstract cost, material requirement statements and analysis of rates based on CPWD DSR/ AP SOR/ market rates (min 3 quotations).
- iii. Revision and updating of estimates/variation/deviation statement as per changes in design or departmental instructions.
- iv. Scrutiny and vetting of estimates including marine works prepared by VPA or other agencies as directed.

3.4. Preparation of Tender Documents:

- i. Preparation of complete tender documents including:
 - o Notice Inviting Tender (NIT)
 - o Instructions to Bidders
 - o Eligibility and Qualification Criteria
 - o GCC and Special Conditions of Contract
 - o Technical Specifications
 - o Bill of Quantities (BOQ)
 - o Drawings and Schedule of Finishes
- ii. Preparation of replies to pre-bid queries and issuance of addenda/corrigenda, as required.
- iii. Assistance during tender process with clarification on technical issues.

3.5. Technical Evaluation of Bids and Tender Finalisation:

- i. Scrutiny of technical bids for completeness, compliance with tender conditions and qualification requirements.
- ii. Preparation of the Technical Evaluation Report clearly identifying responsive and non-responsive bidders.
- iii. Evaluation and technical comments on deviations submitted by bidders.
- iv. Preparation of Comparative Statement of Bids (Technical & Financial) in prescribed formats.
- v. Assessment of reasonableness of quoted prices by:
 - o Comparison with departmental estimates
 - o Market trend analysis

- Evaluation of abnormally high/low items
- vi. Drafting of Tender Committee Minutes including technical observations, deliberations and recommendations.
- vii. Providing technical support during negotiations wherever instructed.
- 3.6. **Construction-Stage Technical Support:**
 - i. Preparation and issue of Good-for-Construction (GFC) drawings.
 - ii. Scrutiny and approval of shop drawings and contractor-submitted detailed drawings.
 - iii. Examination of requests for design changes, additional items and technical deviations.
 - iv. Providing technical clarifications on specifications, drawings and design interpretations.
 - v. Assistance in quality assurance practices, material approvals and compliance of engineering standards.
- 3.7. **Coordination and Reporting**
 - i. Coordination with VPA's Engineering, Traffic, Mechanical & Electrical, Railway and Estate Departments/Divisions for integration of designs.
 - ii. Assistance in obtaining statutory clearances from fire or other agencies if required.
 - iii. Submission of reports, drawings, revised documents, and design packages within the agreed timelines.
 - iv. Participation in review meetings, preparation of minutes, preparation of presentations and ISO works.
- 3.8. **Exclusions:**
 - i. Marine infrastructure such as berths, wharves, jetties, breakwaters, coastal protection works and mooring facilities.
 - ii. Soil investigation, topographical surveys, geotechnical studies, EIA/EMP, traffic studies, project DPR's and other specialized studies unless separately assigned.

- iii. Project Management Consultancy (PMC) services unless explicitly included through separate approval.

4. Deployment of Professionals

4.1. Deployment Conditions

- i. The Agency shall deploy the required professionals as listed below.
- ii. The strength may vary depending on actual project requirements. The payment shall be made accordingly on pro rata basis.
- iii. Personnel shall work under the directions of Chief Engineer (Civil), VPA or his authorized representative.
- iv. Authority is having rights to add additional responsibilities/roles to deployed personnels based on the requirement.

5. Eligibility Criteria

The applicant shall be eligible to submit the EoI only if it satisfies all the following requirements:-

- i. The applicant shall be a IPA Empanelled firm, as applicable, and shall submit valid documentary evidence of such empanelment.
- ii. The applicant shall be a legally registered consultancy / company in India, with valid PAN, GST registration and statutory registrations applicable to its business.
- iii. The applicant shall have demonstrated experience in providing architectural, engineering, estimation, tendering, technical evaluation and/or quality-control consultancy services for civil infrastructure works during the preceding seven years. Documentary evidence such as work orders, completion certificates or client certificates shall be submitted.
- iv. The Applicant shall have successfully completed consultancy assignments in the field of DPR for infrastructure projects or Project Management Services (PMC) for civil infrastructure works during the last seven (7) years preceding the due date of submission of the EoI, satisfying either of the following:
 - At least one (1) consultancy assignment having an estimated project cost of not less than ₹150 Crores; **or**

- At least two (2) consultancy assignments, each having an estimated project cost of not less than ₹75 Crores.
- v. The Applicant shall have been engaged for at least two (2) years in a infrastructure consultancy assignment for a Government Department, Port, Public Sector Undertaking (PSU), Statutory Authority or Urban Local Body. (Two work orders with a contract period of one year each or one work order with a contract period of two years)
- vi. The applicant shall have the financial capacity to undertake the assignment and shall submit audited financial statements for the last three completed financial years.

The Applicant shall have an average annual financial turnover of not less than ₹50 Crores during the last three financial years (FY 2023-24, FY 2024-25 and FY 2025-26). Audited financial statements or a certificate from a Statutory Auditor/Chartered Accountant shall be furnished in support of the same.
- vii. A firm may submit its Expression of Interest (Eoi) individually. No Joint Venture/ Consortium is permitted.
- viii. The applicant shall not have been debarred, blacklisted or suspended by any Central / State Government department, PSU, port authority or statutory body as on the date of submission. A self-declaration to this effect shall be furnished.
- ix. The applicant shall disclose any actual or potential conflict of interest that may affect its ability to provide independent consultancy services to VPA.
- x. Only those Applicants who submit an Expression of Interest (Eoi), either individually or as a member of a consortium, shall be eligible to participate in the subsequent tendering process. Applicants who do not participate in the Eoi stage shall ordinarily not be eligible to participate in the subsequent tendering process.
- xi. Notwithstanding the foregoing, Visakhapatnam Port Authority reserves the right, at its sole discretion, to permit participation of any agency in the subsequent tendering process or to relax any eligibility requirement in the interest of the project, without assigning any reason thereof.

6. Team Composition

- 6.1. The Consultant shall deploy the following key personnel for the assignment:-

S.No.	Category of Professional	Minimum Experience (in Years)	No. of Persons
Part 1. Design, Estimation and Contracts			
(a)	Team Lead	10+	01
(b)	Design Experts	7+	02
(c)	Estimation Expert	7+	02
(d)	Procurement Expert	7+	02
Part 2. Quality Assurance and Control			
(e)	QA/QC Engineers	5 +	05
Total			12

6.2. The minimum qualifications, experience, and responsibilities of the key personnel shall be as specified in **Annexure-I**.

7. Duration of Engagement

The Consultant shall be engaged for a period of **two (2) years** from the date of commencement of the assignment and extendable for another 3 years on year-on-year basis. Visakhapatnam Port Authority (VPA) may, at its sole discretion, extend the engagement on the same terms and conditions, based on the Consultant's performance and the requirements of the Authority.

8. Budgetary Offer

The Budgetary Offer shall be submitted in the format mentioned at Financial offer.

9. Submission of Eol: The Eol shall include:

- 9.1. Company profile
- 9.2. Relevant service experience including Financial Capability
- 9.3. Budgetary Offer as per prescribed format

10. Working Days:

The PMU Cell will function during all the working days excluding Sundays and National Holidays, if required, on holidays also during exigencies. Further, each key personnel can avail 12 days as Casual Leave in one year.

Absence beyond above said holidays/leaves, shall attract a penalty of Rs.3,000 (Rupees Three Thousand only) per person per day, as penalty.

11. Disclaimer

This EoI is issued **for budgetary estimation and planning purposes only** and does not constitute a commitment for award of work. VPA reserves the right to modify, cancel, or withdraw this EoI without assigning any reason.

12. Authority

This EoI is issued with the approval of the Competent Authority, Visakhapatnam Port Authority.

FINANCIAL OFFER

(on the letter head of Agency)

To,
The Chief Engineer,
Civil Engineering Department,
Administrative Office Building,
Port Area, Visakhapatnam Port Authority,
Visakhapatnam - 530035.

Sub: **Appointment of a Consultancy Agency for Providing Architectural, Engineering, Estimation, Tendering, Technical Evaluation, and Quality Control Services for Civil Infrastructure Works for Visakhapatnam Port Authority, Visakhapatnam, Andhra Pradesh- Reg.**

Information and Documents to be submitted by the Applicant

1. Applicant Details:

S. No.	Description	Details		
1	Name of the Company submitting the proposal	<i>(Attach photocopy of Certificate of Registration along with a one page write up or brochure of the company.)</i>		
2	Proof evidencing registration with State Bar Council	<i>Attach the copy of registration with the State Bar Council</i>		
3	Registered Address, telephone No., fax no. e- mail ID, website			
4	Contact Person, Designation and address including contact no. and e-mail ID			
5	Organizational Profile			
(a)	Existing Business activities			
(b)	Names of Directors of the Board and Chairman / Chief Executive Officer, their nationality, if applicable			
7	Financial Capability (For Past Three Completed Financial Years)	2023 - 24	2024 - 25	2025 - 26

S. No.	Description	Details		
(a)	Turn Over (The Applicant shall submit the 'Financial Statements' for the last three financial years, as per their latest Audited Balance Sheet, Certified by the Statutory Auditor)			
8	Technical Experience of firm (Submission of completion certificates showing the relevant experience)			

2. Financial Offer:

Part	Description	Quantity	Amount in Rupees (exclusive of GST)
I	Professional Fee Design, Estimation and Contracts	Lumpsum	
	Year 1	12 months	
	Year 2	12 months	
	Year 3	12 months	
	Year 4	12 months	
	Year 5	12 months	
II	Professional Fee Quality Assurance and Control	Lumpsum	
	Year 1	12 months	
	Year 2	12 months	
	Year 3	12 months	
	Year 4	12 months	
	Year 5	12 months	
Total Cost Part (I + Part II)			

Note: Rate shall be exclusive of GST

Applicable taxes shall be quoted separately. Cost of deployment of full-time personnel including travel, accommodation, overheads, RFID passes, miscellaneous expenses etc., shall be deemed included in the quoted fee. Necessary Vehicles for the above said personnel for carrying out their duties deemed included in the offer.

Seal & Signature of the Agency

ANNEXURE-I

Ser	Proposed Personnel	No. of Personnel	Qualification/ Experience/ Responsibilities
Design, Estimation and Contracts Team			
1	Team Lead	01	Educational Qualification: B.E/ B.Tech in Civil Engineering and Master's Degree in Construction Management/ Project Management/ M. Tech in Structural Engineering from reputed Institutes Minimum Experience: 10+ years Essential Experience: 9 years in BOQ preparation, tendering, contract administration, and budgeting in civil engineering projects. Minimum 1 years experience in Govt. PMU setups. Responsibilities: • Lead and manage the overall scope of project activities estimation, tendering, budgeting, CAPEX monitoring, project performance tracking, and contract administration. • Oversee the preparation and review of engineering drawings, BOQs, cost estimates, tender documents, bid evaluations, DPRs, and other technical reports. • Monitor project schedules, deliverables, and quality standards, identify project risks, and ensure timely resolution of technical and contractual issues. • Coordinate with VPA officials, contractors, consultants, and statutory authorities, and present periodic progress, financial, and quality reports to facilitate informed decision-making. • Any other works assigned by the Competent Authority from time to time.
2	Design Experts	02	Educational Qualification: B.E/ B.Tech in Civil Engineering and M. Tech in Structural Engineering from reputed Institutes Minimum Experience: 7+ years in Civil

Ser	Proposed Personnel	No. of Personnel	Qualification/ Experience/ Responsibilities
			Engineering field Essential Experience: Minimum 5 years of experience in structural design and engineering of civil infrastructure projects, including preparation of drawings and technical documentation. Proficient in AutoCAD and structural design software. Responsibilities: • Prepare conceptual, preliminary, and detailed architectural, civil, and structural designs, drawings, and Good-for-Construction (GFC) drawings in accordance with applicable codes, standards, and client requirements. • Develop engineering calculations, technical specifications, Bills of Materials (BOMs), and detailed cost estimates for civil infrastructure projects. • Review and incorporate inputs from soil investigation reports, surveys, and other technical studies into the design process, and undertake value engineering wherever feasible. • Provide technical support during construction by reviewing shop drawings, examining design modifications, responding to technical queries, and ensuring adherence to approved designs and engineering standards. • Any other works assigned by the Competent Authority from time to time.
3	Estimation Experts	02	Educational Qualification: B.E/ B.Tech in Civil Engineering from reputed Institutes Minimum Experience: 7+ years in Civil

Ser	Proposed Personnel	No. of Personnel	Qualification/ Experience/ Responsibilities
			Engineering field Essential Experience: Minimum 5 years of experience in preparation of detailed estimates, Bills of Quantities (BOQs), rate analysis, quantity surveying, cost estimation, and budgeting for civil infrastructure projects. Responsibilities: • Prepare preliminary and detailed cost estimates, Bills of Quantities (BOQs), material requirement statements, and rate analyses for civil infrastructure projects. • Develop and update project cost estimates based on CPWD DSR, AP SOR, market rates, and approved engineering drawings. • Review engineering drawings and specifications for quantity take-offs and ensure accuracy of estimates and BOQs. • Scrutinize and vet estimates prepared by VPA or other agencies, including analysis of variations, additional quantities, and revised estimates. • Support project budgeting, CAPEX estimation, cost monitoring, and value engineering to optimize project costs. • Coordinate with the design team to ensure consistency between engineering drawings, technical specifications, BOQs, and cost estimates. • Any other works assigned by the Competent Authority from time to time.
4	Procurement Experts	02	Educational Qualification: B.E/ B.Tech in Civil Engineering Minimum Experience: 7+ years in Civil

Ser	Proposed Personnel	No. of Personnel	Qualification/ Experience/ Responsibilities
			Engineering filed Essential Experience: Minimum 4 years of experience in in procurement and contract management for Government/ PSU/ Infrastructure projects. Knowledge of Government procurement procedures, including GFR, CVC guidelines, CPP Portal, GeM, and e-procurement systems, shall be preferred. Responsibilities: • Prepare and manage the complete tendering process, including procurement planning, drafting of Eols/RFPs, eligibility criteria, Instructions to Bidders, GCC/SCC, technical specifications, BOQs, and other bidding documents. • Manage the E2E procurement process from tender initiation to award of contract, including publication of tenders, pre-bid meetings, issuance of corrigenda/addenda, bid opening, technical and financial evaluations, negotiations (where applicable), etc • Ensure compliance with applicable procurement regulations, including GFR, CVC guidelines, MoPSW directives, CPP Portal/e-procurement requirements, and VPA procurement procedures. • Any other works assigned by the Competent Authority from time to time.
Quality Assurance and Control			
5	QA/QC Engineers	05	Educational Qualification: Diploma/ B.E/ B.Tech in Civil Engineering from reputed Institutes and Certification in Quality Assurance/Quality Control (QA/QC) from reputed institutes. Minimum Experience: 5+ years in Civil

Ser	Proposed Personnel	No. of Personnel	Qualification/ Experience/ Responsibilities
			Engineering field Essential Experience: Minimum 2 years of hands-on experience in QA/QC, material testing, and site supervision for civil infrastructure projects. Responsibilities: • Conduct site inspections to verify that construction activities are executed in accordance with approved drawings, technical specifications, contract provisions, and applicable IS Codes, CPWD, IRC, and other relevant standards. • Inspect construction materials, workmanship, and completed works through field inspections, witnessing of laboratory and field tests, and verification of quality records to ensure compliance with approved Quality Assurance Plans. • Prepare quality inspection reports, Non-Conformance Reports (NCRs), site observation reports, and recommend corrective and preventive actions for identified deficiencies. • Verify compliance with statutory requirements, engineering standards, approved methodologies, and quality control procedures throughout the execution of civil infrastructure works. • Coordinate with VPA officials, design consultants, contractors, and supervision teams to resolve quality-related issues, monitor corrective actions, and ensure timely closure of observations. • Support periodic quality audits, maintain quality documentation and inspection records, and provide technical inputs during

Ser	Proposed Personnel	No. of Personnel	Qualification/ Experience/ Responsibilities
			project reviews and progress meetings. Any other works assigned by the Competent Authority from time to time.