

深圳市龙岗区 坪地街道综合文体中心 建设工程全过程 设计招标

**Shenzhen Longgang
Pingdi Community Culture and
Sports Center
Design Competition**

**资格预审文件
Pre-qualification Document**

招标方：
深圳市龙岗区建筑工务署

招标策划：
深圳市有方空间文化发展有限公司

Tenderee:
Bureau of Public Works of Longgang District, Shenzhen

Co-organizer:
Shenzhen Position Spatial Culture Development Co., Ltd

Pingdi

深圳市龙岗区
坪地街道综合文体中心
建设工程全过程
设计招标

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投标人须知前附表
Instruction Table

序号 No.	名称 Subject	规定 Rules
1	工程名称 Project Name	深圳市龙岗区坪地街道综合文体中心建设工程全过程设计 Shenzhen Longgang Pingdi Community Culture and Sports Center Design Competition
2	招标人 Tenderer	深圳市龙岗区建筑工务署 Bureau of Public Works of Longgang District, Shenzhen
3	工程概况 Project Overview	<p>本项目选址位于深圳市龙岗区坪地街道，距离深圳国际低碳城约 2.5 公里，距离龙岗中心城约 5 公里。项目总用地面积 17282 平方米，总建筑面积暂定约 71890 平方米（单体建筑面积 20000 平方米以上）。投资匡算暂定为 69500 万元，其中建安费 59075 万元，由龙岗区政府投资，单体建筑面积 20000 平方米以上。最终项目面积及投资规模以相关部门的批复为准。</p> <p>The project is located in Pingdi Neighborhood, Longgang District, Shenzhen, about 2.5km away from Shenzhen International Low Carbon City and about 5km away from Longgang Central City. The total site area is 17282 square meters, and the gross floor area is temporarily set as 71890 square meters (the single building area is more than 20,000 square meters). The investment is tentatively estimated at RMB 695 million, in which construction and installation budget is about RMB 590.75 million. The project is funded by Longgang District Government. The specific project gross floor area and investment shall be subject to the approval of relevant departments.</p>
4	项目类型 Project Type	大型文体类项目 Large cultural and sports project
5	资金来源 Funding	100% 区政府投资 100% District Government Investment
6	招标内容 Bidding Scope	<p>本项目招标工作内容为地块内全部工程建设内容的全过程设计，包括方案设计及优化（包含投资估算及说明书）、初步设计（含设计概算及说明书）、施工图设计（包括施工及技术文件、施工图及说明书）、协助报建、现场施工配合、竣工图编制、工程竣工验收评价等。最终工作内容以招标文件和设计合同为准。</p> <p>This project tender scope for the winner is all-phase design of all disciplines, including schematic design and optimization (including investment estimation and specification), design development (including budget preparation), construction document (including technical documents, construction drawings and specification), construction approval assistance, on-site construction cooperation, as-built drawing preparation, project completion acceptance evaluation, etc. The final work scope for the contract winner shall be subject to the tender documents and design contract.</p>
7	招标方式 Bidding Rules	<p>本项目采用公开招标（资格预审）方式，通过公开报名及资格预审确定 7 家（无排序）入围单位及 2 家（有排序）的备选单位。</p> <p>The project adopts the method of "open bidding", 7 bidders (without ranking) and 2 alternatives (with ranking) will be selected through pre-qualification review.</p>

序号 No.	名称 Subject	规定 Rules
8	优秀方案 补偿费 Compensation Fee	<p>1. 优秀方案补偿费共计 160 万元：</p> <p>（1）进入定标环节，但未中标的 2 家单位各 50 万元。</p> <p>（2）进入评标环节，但未进入定标环节的第 4、5 名（不排序）20 万元。</p> <p>（3）进入评标环节，但未进入定标环节的第 6、7 名（不排序）10 万元。</p> <p>2. 进入方案评审阶段的投标方案，经评标委员会判定违反招标文件否决性条款并按废标处理的，或经评标委员会认定未达到招标文件深度及要求的，招标人不予支付优秀方案补偿费。</p> <p>3. 优秀方案补偿费为固定费用，结算时不作调整。</p> <p>4. 由中标人支付优秀方案补偿费。</p> <p>1. The total of compensation fee is 1.6 million RMB:</p> <p>(1) Two finalists who enter Final Evaluation Stage but fail to win the bid will receive 500,000 RMB each.</p> <p>(2) Bidders ranked 4th & 5th (no specific order) in scheme review meeting will receive 200,000 RMB each.</p> <p>(3) Bidders ranked 6th & 7th (no specific order) in scheme review meeting will receive 100,000 RMB each.</p> <p>2. If the bid evaluation committee agrees that the deliverables submitted by any bidder violate the veto clauses stipulated in the Tender Document and regards the bid as invalid, or the committee considers the deliverables fail to reach the depth and requirements of the tender document, the tenderee will refuse to pay the compensation fee to the bidder.</p> <p>3. Compensation fee is fixed fee, no adjustment will be made at the time of settlement.</p>
9	设计费 Design Fee	<p>设计内容工程建筑安装费的总和为设计收费计费额，按国家发改委、建设部 2002 年颁布的《工程勘察设计收费标准》计算所得设计收费值，设计费不下浮。设计费包含基本设计费（包含方案设计、初步设计阶段、施工图阶段、概算编制、BIM、绿色建筑、装配式建筑设计）和履约绩效金两部分，其中基本设计费占 90%，履约绩效金占 10%。本工程项目估算总投资为 69500 万元，其中建安费 59075 万元。复杂程度调整系数 1.15，专业调整系数 1.0，附加调整系数 1.0，合同暂定价 1846 万元。</p> <p>The sum of the design content construction installation fee is the amount of the design fee, which is calculated according to the <i>Engineering survey and design fees standard</i> by National Development and Reform Commission and the Ministry of Construction in 2002, which is the minimum requirement. The design fee includes two parts: basic design fee (including schematic design, design development stage, construction drawing stage, budget preparation, BIM, green building, pre-fabricated building design) and performance fee. The basic design fee accounts for 90% and the performance fee accounts for 10%. The estimated total investment of this project is 695 million RMB, among which the construction and installation budget is 590.75 million RMB. Complexity adjustment factor 1.15, professional adjustment factor 1.0, additional adjustment factor 1.0, The tentative price of the contract is 18.46 million RMB.</p>

序号 No.	名称 Subject	规定 Rules
10	资格预审 报名条件 Pre-Qualification Application Requirements	<p>1. 申请人须是中华人民共和国境内、外注册的企业或机构。</p> <p>2. 申请人资质要求：申请人（至少一名联合体成员）需具备国内设计建筑行业（建筑工程）甲级资质，确保全过程设计成果满足国内、深圳市有关规范、规定和行政审批部门的要求。</p> <p>3. 项目负责人或主创设计师至少一人具备国内一级注册建筑师资格。</p> <p>4. 接受联合体报名，其中联合体成员（含牵头单位）共计不得超过 2 家，联合体成员不得再单独或以其他名义与其他设计单位组成联合体参与报名。</p> <p>5. 联合体合作方需签署合法有效的《联合体协议》，并明确牵头单位，各个设计阶段中各方的分工划分方式和设计费用的分摊比例、分配方式等。联合体投标的，项目负责人必须是牵头单位员工。</p> <p>6. 不接受个人或个人组合的报名。</p> <p>1. Applicants must be domestic or overseas entities with legal business registration.</p> <p>2. Qualification requirement: Applicants (at least one consortium member) are required to hold class-A qualification/certificate in Chinese architecture design and construction industry (Construction Engineering), to ensure that the design outcomes meet requirements of relevant building codes, regulations and fulfill administrative approvals.</p> <p>3. At least one of chief designers or project leader is required to be Grade One registered architect in China.</p> <p>4. Consortium is permitted. One consortium shall include no more than 2 members (including the leading member). Each member of the consortium shall not further apply alone or participate by joining another consortium.</p> <p>5. The consortium members shall sign the Consortium Agreement legally and specify the leading member, as well as work distribution and share of rights and interests. For consortium, the project leader must be assigned by the leading member.</p> <p>6. Individual or teams of individuals will not be accepted.</p>
11	获取资格预审文件方式 Acquisition of Pre-Qualification Document	<p>本工程招标投标活动在“深圳公共资源交易中心 深圳交易集团有限公司建设工程招标投标业务分公司”（http://www.szggzy.com/jyxx/jsgc/zbgg2）进行发布。</p> <p>The tender will be published on "Shenzhenpublic resources trading center, Shenzhen trade group co., Ltd. Construction project bidding business branch". (http://www.szggzy.com/jyxx/jsgc/zbgg2).</p>

序号 No.	名称 Subject	规定 Rules
12	资格预审申请文件递交截止时间及方式 Pre-Qualification Application Submission	<p>1. 截止时间：北京时间 2021 年 3 月 29 日 18 时 00 分。</p> <p>2. 资格预审（或投标报名）申请文件采用“网上递交 + 现场纸质文件递交”的方式。</p> <p>3. 投标人须提前完成网上电子文件提交，并于截止时间前将纸质文件送达至指定地点。投标人需保证电子文件与纸质文件内容的一致性。</p> <p>4. 递交地点为：广东省深圳市龙岗区黄阁路黄阁翠苑 383 号，于窗口递交。联系人：刘小姐，联系电话：+86-18028798106 如有疑问请电话联系确认。</p> <p>5. 现场递交报名文件的投标员需出示（现场递交文件）授权委托书（委托书格式见附件一），已提前完成网上电子文件提交的相关证明材料（回执），及被委托人身份证原件。</p> <p>（1）授权委托书需填写公司名称全称。联合体投标需包含所有联合体所有成员公司全称。（2）授权委托书上的公司名称需与深圳建设工程交易服务中心企业信息备案名称完全一致，投标人请提前确认名称的一致性。</p> <p>6. 纸质资格预审申请文件须在截止时间前送达指定窗口，逾期或未提前完成网上提交的文件将不予受理。</p> <p>7. 为防止意外情况（如堵车、排队等）导致无法完成报名程序，建议投标人当日尽早到达现场提交文件，并提前与招标方邮件确认企业信息备案是否成功。</p> <p>1. Submission deadline: 2021 March 29, 18:00 Beijing Time.</p> <p>2. Pre-qualification Application documents shall be submitted in both "online-submission and paper form".</p> <p>3. Bidders shall submit online registration information and electronic documents in advance, and deliver the paper documents to the designated place before the deadline. The bidder shall guarantee the consistency between the electronic document and the paper document, and the original paper document shall prevail.</p> <p>4. Submission address: at the window of No.383 Huangge Cuiyuan, Huangge Road, Longgang District, Shenzhen City, Guangdong Province. Contact person: Mis. Liu: +86-18028798106, please contact us if you have any question.</p> <p>5. When submitting on site, the person shall present the Letter of Attorney (for on-site submission) (the format of the Letter of Authorization is shown in Attachment 1) , relevant supporting materials to proof online electronic documents submission have been completed in advance, and the original ID card of the person.</p> <p>(1) Letter of Attorney should show the full name of the company. For consortium, Letter of Attorney shall include the full names of all members of the consortium.</p> <p>(2) The company name on the Letter of Attorney shall be exactly the same as the company information record name of Shenzhen Construction Engineering Trading Service Center, and the bidder shall confirm the consistency of the name in advance.</p> <p>6. Paper Pre-qualification application documents must be submitted online in advance and to the designated window before the deadline, overdue or submitted online in advance will not be accepted.</p> <p>7. In order to avoid the failure to complete the registration procedure due to unexpected circumstances (such as traffic jam, queuing, etc.), it is suggested that the bidder shall arrive at the site to submit the documents as soon as possible on the submission day, and confirm with the tenderer via email in advance whether the company information registration is successful.</p>

序号 No.	名称 Subject	规定 Rules
13	<p>申请人对资格预审文件的质疑期限、方式</p> <p>Query Period & Method</p>	<p>1. 投标申请人质疑截止时间：北京时间 2021 年 3 月 24 日 17 时 00 分</p> <p>2. 投标人对招标事宜的质疑以不署名的形式在交易网招标提出。即通过机构 CA 证书登录“深圳市电子招标交易平台”投标系统中提问。 (https://www.szjsjy.com.cn:8001/jy-toubiao/tbgg/tbGongGao_View.html?ggguid=2c9e8ac273e77e5e01740b630fd63929&tab=ggxx)</p> <p>3. 建议设计单位于 2021 年 3 月 08 日 17 时 00 分前提交提问。</p> <p>1. Query Deadline: 2021 March 24th, 17:00 UCT+8</p> <p>2. Questions about the tender shall be submitted anonymously on the trading website tendering. Applicants shall log into the "Shenzhen Electronic Tendering Trading Platform" with CA certificate to ask questions. (https://www.szjsjy.com.cn:8001/jy-toubiao/tbgg/tbGongGao_View.html?ggguid=2c9e8ac273e77e5e01740b630fd63929&tab=ggxx)</p> <p>3. Suggested Query Deadline: 2021 March 08th, 17:00 UCT+8</p>
14	<p>招标人对资格预审文件的澄清或修改、答疑的期限、方式</p> <p>Clarification, Amendment and Answering Period</p>	<p>1. 招标人澄清或修改、答疑截止时间：北京时间 2020 年 3 月 26 日 17 时 00 分</p> <p>2. 投标人获取答疑或招标文件补充文件的方式：投标人通过机构 CA 证书登录“深圳市电子招标交易平台”投标系统中，查看并下载。 (https://www.szjsjy.com.cn:8001/jy-toubiao/tbgg/tbGongGao_View.html?ggguid=2c9e8ac273e77e5e01740b630fd63929&tab=ggxx)</p> <p>3. 招标人将于 2020 年 3 月 16 日 17 时 00 分前上传资格预审文件答疑补遗（一）（针对 3 月 08 日 17 时 00 分前的提问），请投标人注意查收。</p> <p>1. Clarification, Amendment and Answering Period End: 2021 March 26th, 17:00 UCT+8</p> <p>2. How to Get Amendment Documents: Please check and download the Clarification, Amendment and Answering files from "Shenzhen Electronic Tendering Trading Platform" with CA certificate. (https://www.szjsjy.com.cn:8001/jy-toubiao/tbgg/tbGongGao_View.html?ggguid=2c9e8ac273e77e5e01740b630fd63929&tab=ggxx)</p> <p>3. Tenderer will upload Amendment and Q&A Document (1) before 2021 March 16th, 17:00 UCT+8 (regarding questions submitted before March 08th, 17:00 UCT+8), bidders please pay attention to that.</p>
15	<p>否决性条款</p> <p>Veto Clause</p>	<p>具体见本项目资格预审文件“资格预审须知”第 8.4 条。</p> <p>See Article 8.4 of Pre-qualification Instruction for details.</p>
16	<p>设计周期要求</p> <p>Design Schedule</p>	<p>1. 本项目合同工期 250 天。</p> <p>2. 方案设计阶段 60 天，初步设计阶段 90 天，施工图设计 90 天，竣工图编制 10 天（含概算编制）。</p> <p>1. The contract period of this project is 250 days.</p> <p>2. 60 days for schematic design stage, 90 days for design development stage, 90 days for construction drawing design and 10 days for as-built drawing (including the preparation of budget estimates).</p>

序号 No.	名称 Subject	规定 Rules
17	语言 Language	<p>1. 本工程资格预审的合法语言文字为中文。</p> <p>2. 投标申请人的往来通知、函件和投标成果文件为非中文的，应同时提供中文翻译文，以中文翻译文为准。</p> <p>3. 为确保对本次竞标背景和相关要求的准确理解，申请人拟派项目人员中建议至少有一名通晓汉语及英语的人士。</p> <p>1. The official language for this pre-qualification is Chinese.</p> <p>2. For all notices, correspondence, and deliverables, Chinese translation shall be provided if the content of the document is not in Chinese, and Chinese version shall prevail.</p> <p>3. In order to ensure an accurate understanding of the background and relevant requirements of the tender, the design team shall assign at least one person who is fluent in Both Chinese and English.</p>
18	招标人联系方式 Contact	<p>刘小姐，联系电话：+86-18028798106</p> <p>Ms. Liu: +86-18028798106</p>

第一部分 资格预审须知

Part 1 Pre-qualification Instructions

1 组织机构

招标人

深圳市龙岗区建筑工程署

招标协助方

深圳市有方空间文化发展有限公司

咨询邮箱

project@archiposition.com

咨询电话

刘小姐，联系电话：+86-18028798106（北京时间周一至周五 9:00—18:00）

2 项目概况

2.1 项目定位

坪地街道综合文体中心邻近国际低碳城，是区域综合文体中心，同时是国际低碳城重要配套文体项目。项目拟打造为配套齐全、功能完善的全民文化、艺术、体育综合文体中心，为龙岗区，尤其是坪地街道的群众提供开展日常文体活动的良好平台。项目以公益性为主，建成后将为文化活动、图书阅览、文艺演出、体育比赛、全民健身等提供必要的场所。

1 Organization

Tenderee

Bureau of Public Works of Longgang District, Shenzhen

Co-organizer

Shenzhen Position Spatial Culture Development Co., Ltd.

Enquiry Email

project@archiposition.com

Enquiry Hotline

General Contact: Ms. Liu: +86-18028798106 (UCT+8 9:00-18:00 from Monday to Friday)

2 Project Overview

2.1 Project Positioning

Pingdi Community Culture and Sports Center is located close to the International Low Carbon City. It shall be a comprehensive culture and sports center in the district and an important supporting cultural project of International Low Carbon City. The project intends to build a comprehensive cultural and sports center with complete facilities and provide a good platform for the citizens in Longgang District, especially in Pingdi Neighborhood, for daily cultural and sports activities. The project will be mainly operated for public benefits as non-profit facilities. After completion, it will provide necessary places for activities such as cultural events, reading, artistic performances, sports competitions, fitness and so on.

2.2 项目区位

本项目选址于深圳市龙岗区坪地街道，龙凤路、富华路路口，距离深圳国际低碳城约2.5公里，距离龙岗中心城约5公里。项目用地为《深圳市龙岗203-01号片区（坪西地区）法定图则》划定的04-13和04-14地块，用地性质为体育用地及文化设施用地。项目总用地面积17282平方米，总建筑面积暂定约71890平方米。

2.2 Project Location

The project is located in Pingdi Neighborhood, at the intersection of Longfeng Road and Fuhua Road and about 2.5 kilometers away from Shenzhen International Low Carbon City and about 5 kilometers away from Longgang Central City. The plot numbers are 04-13 and 04-14 according to the *Statutory Plan of Shenzhen Longgang No. 203-01 Area (Pingxi Area)* and the land use is for sports and cultural facilities. The total land area of the project is 17282 square meters and the total floor area is tentatively about 71890 square meters.

2.3 项目规模

项目总用地面积17282平方米，总建筑面积暂定约71890平方米。投资匡算暂定为69500万元，其中建安费59075万元，由龙岗区政府投资。最终项目面积及投资规模以相关部门的批复为准。

2.3 Project Scale

The total site area is 17282 square meters, and the gross floor area is temporarily set as 71890 square meters. The investment is tentatively estimated at RMB 695 million, in which construction and installation budget is about RMB 590.75 million. The project is funded by Longgang District Government. The specific project gross floor area and investment shall be subject to the approval of relevant departments.

3 工作内容

本项目招标工作内容为地块内全部工程建设内容的全过程设计，包括方案设计及优化（包含投资估算及说明书）、初步设计（含设计概算及说明书）、施工图设计（包括施工及技术文件、施工图及说明书）、协助报建、现场施工配合、竣工图编制、工程竣工验收评价等。最终工作内容以招标文件和设计合同为准。

3.1 资格预审阶段工作内容

1. 概念提案为 A3 规格（420mmx297mm），横版，不超过 5 页（不含封面封底），单面打印，简装，软皮封面，概念提案成果内容构成（包括但不限于）：

- (1)规划设计总平面图（至少1张）；
- (2)总体效果意向图（至少1张）；
- (3)其他认为能突显设计想法及亮点的图纸；

2. A1 展板 2 个，竖版，KT 板裱板，黑色包边。展板应至少包含规划设计总平面图及总体效果概念表现图。

注：所有境外文件均需提供中英文对照。

3 Work Scope

This project tender scope for the winner is all-phase design of all disciplines, including schematic design and optimization (including investment estimation and specification), design development (including budget preparation), construction document (including technical documents, construction drawings and specification), construction approval assistance, on-site construction cooperation, as-built drawing preparation, project completion acceptance evaluation, etc. The final work scope for the contract winner shall be subject to the tender documents and design contract.

3.1 Work Content for Pre-qualification Stage

1. Concept proposal design document: A3 size (420 mm x297 mm), horizontal format, no more than 5 pages (excluding cover and back cover), single-sided printing, paperback, soft cover, concept proposal content (including but not limited to):

- (1) Master plan (at least 1)
- (2) Overall effect rendering (at least 1);
- (3) Other drawings that express the intention or highlights of the design.

2. A1 presentation boards: 2 KT boards, vertical layout, with black frame. The presentation boards shall contain at least the master plan and the overall effect rendering.

Note: All foreign application documents shall provide Chinese translation.

3.2 投标阶段工作内容

1. 设计方案文本包括但不限于以下内容（暂定）：

- （1）概念生成分析图及设计说明
- （2）效果图（包括鸟瞰图、主要立面透视图、重要节点空间透视图、重要室内公共空间效果图等）
- （3）总平面图（标明主要建筑名称、层数、出入口位置、景观绿地、标注建筑距离及各主要建筑物的相对标高）
- （4）室外公共空间的设计图纸及相关分析
- （5）主要平面、立面、剖面图
- （6）设计专篇
- （7）包括给排水设计、暖通设计、电气设计、弱电系统设计、绿色建筑设计、海绵城市、节能分析及主要材料等相关设计图纸及说明，页数不超过8页。
- （8）分析图
- （9）总体功能布局、竖向设计、交通组织（包含人流、车流及各功能分区间的流线通道、公共步行/慢行系统等相关设计说明）、无障碍设计、绿化设计、日照、消防等。

2. 投标阶段成果形式要求（暂定）：

- （1）A1展板2个；
- （2）方案设计文本（A3横版），6册；
- （3）多媒体演示文件（5分钟以内）；
- （4）实体模型，比例暂定1:300，底盘尺寸为80cm X 80cm。

注：最终以招标文件和设计合同为准，在评标后、定标前，招标人保留要求入围单位对投标方案进一步优化的权力。

3.2 Work Content for Design Competition Stage

1. Design proposal includes but not limited to the following (tentative) :

- (1) Concept generation analysis diagram and design description.
- (2) Renderings (including aerial view, perspective of main elevation, perspective of important space, renderings of important indoor public space, etc.).
- (3) Master plan (indicate main building name, number of floors, entrance and exit location, landscape green space, building distance and relative elevation of main buildings, etc.).
- (4) Design drawings and related analysis of outdoor public space.
- (5) Main plan, elevation and section drawings.
- (6) Specialist design.
- (7) Including design drawings and descriptions of water supply and drainage design, HVAC design, electrical design, weak current system design, green building design, sponge city, energy conservation analysis and main materials, no more than 8 pages.
- (8) Analysis diagram.
- (9) Overall functional layout, vertical design, traffic organization (including people circulation, traffic circulation and circulations between each functional area, public walking/slow traffic system and other related design instructions), barrier-free design, greening design, daylight, fire protection, etc.

2. Design outcome format at design competition stage (Tentative):

- (1) Two A1 presentation boards.
- (2) Design documents (A3 horizontal version), 6 volumes.
- (3) Multimedia presentation video (less than 5 minutes).
- (4) Physical model, the scale is tentatively set as 1:300, the base size is 80cm X 80cm.

Note: The final bidding document and design contract shall prevail. After and before bid evaluation, the tenderer reserves the right to ask the shortlisted teams to further optimize the design scheme.

4 设计依据

1. 《深圳市龙岗区坪地街道综合文体中心建设工程全过程设计招标资格预审文件》（以下简称“资格预审文件”）；
2. 各阶段《设计任务书》（以下简称“设计任务书”）；
3. 招标人提供的有关规划与基础材料；
4. 中华人民共和国、广东省和深圳市现行的有关法律、法规和规范性文件的规定。

4 Design Basis

1. *Pre-qualification Document of Shenzhen Longgang Pingdi Community Culture and Sports Center Design Competition* (hereinafter as "Pre-qualification Document").
2. *Design Brief* at each stage (hereafter "Design Brief")
3. Relevant planning and basic materials provided by the tenderer.
4. Currently applicable laws, regulations, rules and normative documents of the People's Republic of China, Guangdong Province and Shenzhen Municipality.

5 资格预申报条件与资质要求

1. 申请人须是中华人民共和国境内、外注册的企业或机构。
2. 申请人资质要求：申请人（至少一名联合体成员）需具备国内设计建筑行业（建筑工程）甲级资质，确保全过程设计成果满足国内、深圳市有关规范、规定和行政审批部门的要求。
3. 项目负责人或主创设计师至少一人具备国内一级注册建筑师资格。
4. 接受联合体投标，联合体成员（含牵头单位）数量不超过2家。联合体成员不得再单独或以其他名义与其他设计单位组成其他联合体参与报名。
5. 联合体合作方需签署合法有效的《联合体协议》，并明确牵头单位，各个设计阶段中各方的分工划分方式和设计费用的分摊比例、分配方式等。联合体投标的，项目负责人必须是牵头单位员工。
6. 不接受个人或个人组合的报名。

5 Application Requirements

1. Applicants must be domestic or overseas entities with legal business registration.
2. Qualification requirement: Applicants (at least one consortium member) are required to hold class-A qualification/certificate in Chinese architecture design and construction industry (Construction Engineering), to ensure that the design outcomes meet requirements of relevant building codes, regulations and fulfill administrative approvals.
3. At least one of chief designers or project leader is required to be Grade One registered architect in China.
4. Consortium is permitted. One consortium shall include no more than 2 members (including the leading member). Each member of the consortium shall not further apply alone or participate by joining another consortium.
5. The consortium members shall sign the Consortium Agreement legally and specify the leading member, as well as work distribution and share of rights and interests. For consortium, the project leader must be the staff of the leading member.
6. Individual or teams of individuals will not be accepted.

6 招标程序

本项目采用公开招标（资格预审）方式，分为资格预审阶段、方案评审阶段及定标阶段。

6.1 资格预审阶段

1. 投标申请人需提交资格预审报名文件，报名文件包含公司实力、设计团队实力、概念提案。
2. 资格预审评审委员会将对投标申请人提交的申请文件进行综合评审。资格预审评审指引见本资格预审文件第二部分。
3. 由招标人依法组建资格预审评审委员会，对投标申请人所提交的有效资格预审申请文件（详见8.1资格预审申请文件的组成）进行评审，采用记名投票法，确定7家入围投标人（无排序）及2家备选投标人（有排序）。
4. 通过资格预审的7家入围投标人应按时提交《投标确认函》。如7家入围投标人中有退出下一阶段方案投标的，则备选投标人依序替补。
5. 若递交《投标确认函》的投标人因非不可抗力因素中途退出或最终放弃投标，招标人有权在今后拒绝该投标人参加招标人其他任何建设项目的投标。

6 Tender Process

The project adopts the method of "open bidding", which is divided into pre-qualification, design competition and final evaluation stages.

6.1 Pre-Qualification Stage

1. All design teams can apply by submitting pre-qualification application documents (company profile, team strength and similar experience, and concept proposal).
2. The Pre-qualification Review Committee will conduct a comprehensive review of the application documents submitted by the applicants. For "Pre-Qualification Review Guide" please refer to the next part of the "Pre-qualification document".
3. The tenderer shall establish Pre-Qualification Review Committee according to relevant law. The committee will review all valid application documents (see article 8.1 for detail), and vote by open ballot to determine 7 shortlisted bidders without ranking and 2 alternative teams with ranking.
4. The 7 shortlisted bidders should submit "Bidding Participation Confirmation" in time. If one of the 7 shortlisted bidders quits the bidding of the design competition stage, the alternative bidders shall be replaced in order.
5. If the bidder who has submitted the "Bidding Participation Confirmation" withdraws due to nonforce majeure, the tenderer shall have the right to refuse the bidder to participate in the tenderer's other project bid in the future.

6.2 方案评审阶段

1. 通过资格预审的投标人经公示无异议后进入第二阶段方案设计投标。
2. 7家正式投标人提交符合设计任务书要求的成果文件，每家投标人只允许提交一个投标方案。
3. 招标人依法组建评标委员会，对投标方案进行评审。评标委员会采用记名投票法，选出3名中标候选人（无排序）进入定标阶段。

6.3 定标阶段

1. 定标方式：一次票决法
2. 由招标人依法依规组建定标委员会，并从方案评审委员会推荐的3名中标候选人中确定1名中标人。

6.2 Design Competition Stage

1. The pre-qualified and shortlisted bidders enter the design competition stage after public announcement with no objection.
2. The 7 bidders shall submit deliverables in accordance with the requirements of the design brief. Only ONE scheme of bidding documents is allowed from each bidder.
3. The tenderer shall set up a scheme review committee according to relevant laws. The scheme review committee vote by open ballot to determine the top 3 finalists without ranking.

6.3 Final Evaluation Stage

1. Method of Final Evaluation: determined by vote.
2. A final evaluation committee shall be set by the tenderer to determine the winner from the 3 finalists recommended by the scheme review committee.

7 招标日程 (根据具体发布时间调整)

7 Tender Schedule (subject to announced time arrangement)

阶段 Stage	时间 Time	事项 Item
资格预审 阶段 Pre-qualification Stage	2021.03.24 (17:00 前) 2021 March 24 (Before 17:00)	质疑截止 Query Deadline
	2021.03.26 (17:00 前) 2021 March 26 (Before 17:00)	答疑及补遗发布 Clarification, Amendment and Answering Period Deadline
	2021.03.29 (18:00 前) 2021 March 29 (Before 18:00)	资格预审申请资料提交截止 Deadline of Pre-qualification Application Document Submission
	2021 年 4 月上旬 (暂定) 2021 Early April (Tentative)	资格预审评审及结果公示 Pre-qualification Review and Result Notice
	2021 年 4 月上旬 (暂定) 2021 Early April (Tentative)	投标人递交《投标确认函》盖章原件 (接受电子签章) Shortlisted bidders submit original version of stamped Tender Participation Confirmation (e-signature & stamping accepted)
方案设计 阶段 Design Competition Stage	2021 年 4 月上旬 (暂定) 2021 Early April (Tentative)	发布正式招标文件设计任务书 Release Official Tender Document
	2021 年 4 月中旬 (暂定) 2021 Mid April (Tentative)	线上答疑会 (组织形式另行通知) Online Q&A Session (meeting form TBD)
	2021 年 4 月中旬 (暂定) 2021 Mid April (Tentative)	质疑截止 Query Deadline
	2021 年 4 月下旬 (暂定) 2021 Late April (Tentative)	书面答疑截止时间 (电子邮件形式) Clarification Period Deadline (via Email)
	2021 年 5 月下旬 (暂定) 2021 Late May (Tentative)	投标人递交成果文件 Design Deliverables Submission Deadline
	2021 年 5 月下旬 (暂定) 2021 Late May (Tentative)	方案评审会 (暗标) Scheme Review (Closed bid)
定标阶段 Final Evaluation Stage	2021 年 6 月上旬 (暂定) 2021 Early June (Tentative)	定标 Winning Deciding
		中标结果公示 Winning Result Announcement
注: 所有时间均以北京时间为准, 主办方保留调整日程安排的权利。 Note: All time is subject to Beijing time. The Organizer reserves the right to adjust the agenda.		

8 资格预审申请文件

为便于投标申请人通过资格预审，并在此之后参加方案评审阶段，投标申请人的全部资料必须真实准确、详细和直观，以便招标人做出有依据的判断，证明其满足上述要求能有效地履行设计义务。

投标申请人必须按以下要求编制资格预审申请文件，同时在编制目录时对应页码。所提供的各类证明材料如为复印件，投标申请人应在复印件上加盖公章确认其真实性。任何提供虚假证明资料的投标申请人，均将被取消进入投标资格预审的资格。

8.1 资格预审申请文件的组成

资格预审申请文件包含公司实力、设计团队实力、概念提案三部分，请投标申请人按照以下顺序编制资格预审申请文件，并制作目录。资格预审申请文件格式详见附件一。

- 1. 深圳市龙岗区坪地街道综合文体中心建设工程全过程设计招标资格预审申请书：**原件，加盖公章或签字，联合体投标的需加盖联合体所有成员公章或签字。
- 2. 联合体投标协议：**联合体投标的必须提供原件，加盖联合体所有成员公章，并明确牵头设计的主体投标申请人。
- 3. 法定代表人身份证明文件：**原件，加盖公章或签字，附法定代表人身份证明（复印件，加盖公章），联合体各方需单独填写。
- 4. 法定代表人授权委托书（如有）：**原件，加盖公章或签字，附委托人身份证明（复印件，加盖公章），联合体投标的可由牵头单位提供。

8 Pre-qualification Application Document

For future procedures and the Tenderer's review and reasonable judgement, all submitted information of the bidding applicants must be accurate, detailed, as well as intuitively proving that they meet the above requirements with the ability and resources to perform effectively.

Bidders must prepare the pre-qualification application documents according to the following requirements, and compile the corresponding page numbers in the table of content. If certification materials provided are photocopies, the bidder should affix the official seal to the photocopies to confirm their authenticity. Any applicant who provides false certification materials will be disqualified from entering the pre-qualification.

8.1 Composition of Pre-qualification Application

The Pre-qualification application document shall be composed of three parts, including company profile, design team introduction and conceptual scheme. The applicants shall prepare and document the Pre-qualification application document in the following orders with contents. Refer to the format of Pre-qualification application documents.

- 1. Application Letter for Pre-Qualification:** original copy, official stamp or signed, all members of consortium should apply their official stamps or sign.
- 2. Consortium Agreement:** required for consortium, original copy, official stamp or signed by all members of consortium, identifying the leading member.
- 3. Certificate of Legal Representative:** original copy, official stamp or signed, attached with personal ID certificate of Legal Representative (photocopy with official stamp); each member in consortium should provide separately.
- 4. Letter of Authorization by Legal Representative (if applicable):** original copy, official stamp or signed, attached with ID of authorized person (photocopy with official stamp); if apply as consortium, it can be provided only by the leading member when needed.

5. **投标申请人基本情况表：**另附有效的营业执照（或商业登记证明）（复印件，加盖公章）、综合甲级或建筑行业（建筑工程）甲级资质证明文件（如有，复印件，加盖公章）、（国家级）房建类工程项目获奖（如有，复印件，加盖公章）；联合体投标的，联合体各方均需单独填写并提供相关复印件，加盖所对应的公司公章。

6. **投标申请人类似项目业绩：**提供企业**近5年**（从招标工程的招标公告第一次发布之日起计算）主持过同类项目（在建及已建成的）**3个**业绩。业绩数量超过3项的，只取前3项。联合体提供的业绩总数不超过3项，注明业绩所属单位。

业绩证明材料：

（1）提供项目名称、规模（总建筑面积）、参与的设计内容、主要效果图及总图或照片、设计合同关键页扫描件(应能体现合同名称、设计内容及规模、设计阶段、**合同签订时间**、合同签章页)；

（2）**房建类工程项目获奖（国家级奖项）**，数量不超过3个。

7. **拟派本项目负责人情况及业绩：**投标申请人（含联合体）须指定拟派项目负责人1人(超过1人，只取前1人)，项目负责人须由联合体牵头单位拟派。提供项目负责人的同类项目业绩，业绩数量超过2项的，只取前2项。项目负责人和主创设计师可为同一人，其中需至少一人具备中国一级注册建筑师资格，并提供相关证明文件。

业绩证明材料：

1. 所在国家或地区建筑相关行业协会或机构颁发的合法执业资格证明文件；

2. 同类项目最具代表性业绩、获奖及荣誉：

（1）提供项目名称、规模（总建筑面积）、甲方信息、设计时间、参与的设计内容及主要效果图及总图；

（2）项目获得的奖项（如有），数量不超过2个；

3. 个人所获**国家级或国际**奖项或荣誉（如有）；不超过2项。

5. **Applicant's Company Profile:** attached with valid business license or registered certificate (photocopy with official stamp), Class-A qualification/certificate in Chinese architecture design and construction industry (Construction Engineering) (If apply, Provide a copy with official seal), design qualifications (if applicable, photocopy with official stamp), (National level) Awards of housing construction projects (if any, copy with official seal); if apply as consortium, each member should fill in the form separately and provide corresponding photocopies with official stamp.

6. **Applicant's Similar Design Experience:** Applicant shall provide **3** (built or under construction) similar design projects **in recent 5 years** (calculated from the date when the bidding announcement of the bidding project was first issued). If the number of project exceeds 3, only the first e shall be taken. The total number of project provided by the consortium shall not exceed 3, and indicate which member that the project belongs to.

Supporting materials:

(1) Provide project name, scale (total floor area), design content, main renderings and general drawings or photos, and scanned copies of key pages of the design contract (which should reflect the name of the project, design content and scale, design stage, **contract signing time** and contract signature page);

(2) **(National level) Awards of housing construction projects**, no more than 3 items.

7. **Information of Project Leader:** Applicant (including the consortium) shall designate one project leader (if there is more than one person, only the first person shall be considered), and the project leader must appointed by the consortium leading member. Provide similar project design experience by the project leader. If the number of projects exceeds 2, only the first 2 projects will be considered. Project leader and chief design could be the same person, and at least one person among them is required to be Grade One registered architect in China, and provide relevant supporting material.

Supporting materials:

1. Legal practicing qualification certificate issued by construction related industry association or institution in the country or region where the architect is located;

2. The most representative performance, awards and honors of similar design projects:

(1) Provide the project name, scale (total floor area), Client's information, design time, design content and main renderings and general drawings;

(2) Awards won by the project (if any) , no more than 2 items;

3. **National or international** awards or honors (if any); No more than 2 awards.

8. **拟派本项目主创设计师情况及业绩：** 投标申请人（含联合体）须指定拟派主创设计师2人(超过2人，只取前2人)。提供主创设计师的同类项目业绩，每位主创建筑师业绩数量超过2项的，只取前2项。项目负责人和主创设计师可为同一人，其中需至少一人具备中国一级注册建筑师资格，并提供相关证明文件。

（每位主创设计师）业绩证明材料：

- 1.所在国家或地区建筑相关行业协会或机构颁发的合法执业资格证明文件；
- 2.同类项目最具代表性业绩、获奖及荣誉：
 - （1）提供项目名称、规模（总建筑面积）、甲方信息、设计时间、参与的设计内容及主要效果图及总图；
 - （2）项目获得的奖项（如有），数量不超过2个；
3. 个人所获**国家级或国际**奖项或荣誉（如有）；每位主创建筑师奖项数量不超过2项。

注：同类业绩包括：文化馆、图书馆、艺术中心、体育活动中心；

后续项目投标及实施过程中不可更换主创人员；如确需更换人员，需书面与招标人详细确认更换情况并取得招标人书面同意。

9. 知识产权承诺书：加盖公章和签字，联合体投标的需加盖联合体所有成员公章和签字。

10. 签字盖章：加盖公章和签字，联合体投标的需加盖牵头单位公章和签字。

11.（现场递交申请文件）授权委托书：加盖公章或签字。

12. 公开征集阶段投标确认函（被确定为入围单位的7家单位提供，申请文件暂不需提供）。

13. 上述文件内容如为非中文的需同时提供中文翻译。

8. **Information of Chief Designer:** Applicant (including the consortium) shall designate 2 chief designers (if there is more than 2 persons, only the first 2 shall be considered). Provide similar project of the chief designer. For EACH chief designer, if the number of projects exceeds 2, only the first 2 projects will be considered. Project leader and chief design could be the same person, and at least one person among them is required to be Grade One registered architect in China, and provide relevant supporting material.

Supporting materials (For each chief designer):

1. Legal practicing qualification certificate issued by construction related industry association or institution in the country or region where the architect is located;
2. The most representative performance, awards and honors of similar design projects:
 - (1) Provide the project name, scale (total floor area), Client's information, design time, design content and main renderings and general drawings;
 - (2) Awards won by the project (if any), no more than 2 items;
3. **National or international** awards or honors (if any); No more than 2 awards for each chief designer.

Note: Types of similar project include: cultural centers, libraries, art centers, and sports centers;

The chief designer should not be replaced during the bidding and implementation of follow-up projects. If it is necessary to replace the personnel, it shall confirm the replacement situation with the tenderer in detail in writing and obtain the written consent of the tenderer.

9. Intellectual Property Commitment: official stamp and signed, all members of consortium should apply their official stamps and sign.

10. Signature and Seal: official stamp and signed, consortium leading member should apply their official stamps and sign.

11. Letter of Attorney (for on-site submission): Official stamp or signed.

12. Competition Participation Confirmation at Open-Call Stage (7 shortlisted applicants shall provide such letter. This shall not be included in the pre-qualification application document).

13. If the above documents are not in Chinese, Chinese translation shall be provided.

8.2 资格预审申请文件的编制及提交

1. 提交语言：文件内容如为非中文的需同时提供中文翻译，若中英文表达出现不一致的情况，以中文为准。

2. 资格预审申请提交方式：

提前完成网上提交，并将纸质文件在报名截止前送达指定地点。投标人需承诺电子文件与纸质文件内容一致。

3. 文件编制规格及装订要求

（1）纸质文件：所有纸质文件提供**1套正本及5套副本**，正本文件需满足资格预审申请文件的盖章要求，接受电子章及签章。副本不要求公章及签名原件。请确保副本与正本内容完全一致，如出现不一致时，以正本为准。

（2）资格预审申请文件和概念提案文件分开装订。

（3）资格预审申请文件要求 A4 规格（210mm × 297mm），竖版，装订成册，并列目录。可自行编制封面封底及扉页。正本封面或扉页需加盖公章。封面需标注“深圳市龙岗区坪地街道综合文体中心建设工程全过程设计招标资格预审申请文件”、投标申请人名称；最后一页为签字盖章页（格式详见附件一）。整体不超过50张纸内容（双面打印，页码只到100，页数限制不含封面封底扉页和目录，简装，推荐胶装，软皮封面）。

（4）概念提案：

① 概念提案为 A3 规格（420mmx297mm），横版，不超过 5 页（不含封面封底），单面打印，简装，软皮封面，概念提案成果内容构成（包括但不限于）：

(1)规划设计总平面图（至少1张）；

(2)总体效果意向图（至少1张）；

(3)其他认为能突显设计想法及亮点的图纸；

② A1 展板 2 个，竖版，KT 板裱板，黑色包边。展板应至少包含规划设计总平面图及总体效果概念表现图。请于展板右上角标注写明申请人名称。

8.1 Composition of Pre-qualification Application

1. Submission Language: Chinese translation shall be provided if the document is not in Chinese. In case of any discrepancy, the Chinese version shall prevail.

2. Pre-qualification Submission Methods:

Bidders shall complete online submission in advanced, and submit printed documents to the designated address before submission deadline. The bidder shall promise that the electronic document is consistent with the paper document.

3.Document Binding and Packaging Requirements

(1) Printed Documents: all printed documents should provide with **1 original copy and 5 duplicated copies**. The original copy must comply with all requirements of signature and official stamps (fresh stamp or digital stamp both accepted). Duplicated copies are not required with stamps, could be photocopies of the original files. Please keep consistency of contents, in case of any discrepancy, the original copy shall prevail.

(2) The pre-qualification application document and the concept proposal document are bound separately.

(3) The Pre-qualification Application Documents shall be bound vertically in A4 size (210mm×297mm) with a table of contents. The cover, back cover and title page of the documents shall be prepared by the applicants, with the cover or title page of the original affixed with the official seal and the cover marked with "Pre-qualification Application Documents of Shenzhen Longgang Pingdi Community Culture and Sports Center Design Competition" and the name of the applicant. And then the applicants shall sign and affix the official seal on the last page (refer to Pre-qualification Application Document Format for details). The documents shall be printed on no more than 50 pages (double-sided printing; with The page number only goes up to 100 excluding the cover, back cover, title page and the content page; paperback; perfect binding is recommended; soft cover).

(4) Concept Proposal

① Concept proposal design document shall be in A3 size (420 mm x297 mm), horizontal format, no more than 5 pages (excluding cover and back cover), single-sided printing, paperback, soft cover, concept proposal content

(5) 资格预报名信息表 (EXCEL) : 按照申请文件内容填写表格。EXCEL表格无需编制在申请文件内。以电子文件形式存入U盘即可。

(6) 电子文件: 以上文件的电子文档 (PDF、DOC、EXCEL文档) 拷贝到U盘, 与文本一并提交, 需提交两份内容一致的U盘; 电子材料分为两个部分, 概念提案为单独一个文件, 其余内容为一个文件或文件夹。

(7) 包装要求: 共提交3份文件。资格预审申请文件与概念提案文本包装在一个密封袋中, 正本、副本不需分别封装。概念提案展板、电子文件 (U盘) 分开包装在2个密封袋中。避免多层过度包装。最外包装需密封, 密封袋上需标注“深圳市龙岗区坪地街道综合文体中心建设工程全过程设计招标资格预审文件”、“投标申请人名称”。密封袋的封口处均应加盖投标申请人公章。联合体投标的, 密封袋上需写明所有联合体成员单位名称, 可由联合体牵头单位在密封口处盖公章 (或张贴盖公章的封条)。

(8) 盖章要求备注: 联合体投标的, 资格预审申请文件中“资格预审申请书”、“联合体协议书”、“知识产权承诺书”需联合体所有成员签字盖章, 其余文件 (包括概念提案) 均可由联合体牵头单位盖章。所有要求盖章处均接受电子章及签章。

(including but not limited to):

(1) Master plan (at least 1)

(2) Overall effect rendering (at least 1);

(3) Other drawings that express the intention or highlights of the design.

② presentation boards: 2 A1 KT boards, vertical layout, with black frame. The presentation boards shall contain at least the master plan and the overall effect rendering. Indicate applicant's name at the top. Please indicate the applicant's name on the upper right corner of the boards.

(5) Pre-qualification application form (EXCEL) : Fill in the form according to the application document's content. The Excel file does not need to be included in the application document. Save in the U-disk in electronic file form.

(6) Electronic Documents: all the documents above should be copied to USB flash drive (files in PDF or DOC format). Two sets of USB drives should be submitted, each including one file of Draft Concept and another file or folder of all other documents.

(7) Packaging requirements:

Submit 3 packages in total. Pre-qualification application document and Concept proposal design document in 1 package, the original and copies need not be packed separately. Concept proposal presentation board and electronic document (USB flash drive) shall be separately packaged.

Avoid multi-layer excessive packaging. The outer packing should be sealed. The seal bag should be marked with "Shenzhen Longgang Pingdi Community Culture and Sports Center Design Competition" and "name of the bidding applicant". The seal of the sealing bag shall be stamped with the official seal of the bidding applicant. In case of consortium, the name of all consortium members shall be stated on the sealing bag, and the consortium leading member may stamp on the seal (or apply the seal with official sealing strip).

(8) Overall Sealing Note: For consortium, the "Application Letter for Pre-Qualification", "Consortium Agreement" and "Intellectual Property Commitment" in the pre-qualification application document shall be signed and stamped by all members of the consortium. The remaining documents (including the concept proposal) could be sealed only by the consortium leading member. Electronic stamps and signatures are both accepted.

8.3 特别要求

1. 投标申请人应当对其提供的资格预审申请文件的真实性负责，招标人在发出中标通知书前任何时间发现投标申请人提供虚假文件或涉嫌造假的，均有权拒绝投标申请人的投标或取消其中标资格。如已取得投标资格的，将取消其投标资格；如中标后发现中标人提供虚假文件或涉嫌造假，该中标人将被取消中标资格。招标人将提请建设行政主管部门或有关行政管理部门查处。一旦查实将严格按照法律法规作出处理，并有权拒绝其在招标人负责建设的项目中投标。

2. 资格预审评审结束后，招标人将对资格预审7家入围投标人（无排序）及2家备选投标人（有排序）提供的资格预审申请文件（业绩部分）在深圳市住房和建设局工程交易服务主页进行公示，请投标申请人务必按照要求如实填报、提供相应的证明材料，并对其真实性负责。

8.4 否决性条款

1. 资格预审申请文件有下列情形之一的，招标人将不予受理：

（1）文件送达时间及地点不符合本资格预审文件规定的；

2. 资格预审申请文件有下列情形之一的，资格预审符合性审查不合格：

（1）投标申请人不符合资格预审报名条件要求的；

（2）组成联合体投标，未提交联合体协议书的；

（3）相互间有直接控股关系或法定代表人为同一人的两个或两个以上的法人提交资格预审文件的；

（4）参加联合体的各成员以自己的名义单独投标，同时参加两个或两个以上的联合体投标。

（5）评审委员会2/3 以上成员认为设计作品发表过或与其他建筑在造型上雷同的。

（6）评审委员会2/3 以上成员认为投标申请人提供的资料存在虚假情况的。

8.3 Special Requirements

1. The bidding applicant shall guarantee the authenticity of the provided pre-qualification application documents. If false documents are provided, the tenderer has the right to cancel the bidder's qualification at any time; the winning bidder will be disqualified from winning the bid. Administrative departments will involve for investigation. Once verified, it will be handled in strict accordance with laws and regulations, and the tenderer has the right to refuse the bidder from participating in any future bidding of the Tenderer.

2. After the Pre-qualification review, shortlisted bidders' pre-qualification application documents (parts of company profile and similar experiences) provided by 7 shortlisted bidders and 2 alternative bidders with ranking will be publicized on Shenzhen Construction Project Transaction Service Centre website. Bidders must provide all supporting materials as required and be responsible for its authenticity.

8.4 Special Requirements

1. If the pre-qualification application documents are in one of the following circumstances, the Tenderer will not accept the application:

(1) The time and address of delivery of the documents are not in compliance with the requirements in this pre-qualification document.

2. If the pre-qualification application documents are in one of the following circumstances, the bidder will be determined as unqualified:

(1) Applicant does not meet the pre-qualification application requirements;

(2) Applicant applies as a consortium, but Consortium Agreement is not provided;

(3) Different Applicants whose legal representatives are one same person, or persons having a direct shareholding relationship with each other;

(4) Members of consortium participate as individual bidder, or join another consortium.

(5) More than 2/3 of the review committee agree that the design works have been published for other projects or are identical with other buildings.

(6) More than 2/3 of the members of the review committee evaluate that the information provided by the applicant is not true.

9 优秀方案补偿费

9.1 优秀方案补偿费

1. 优秀方案补偿费共计160万元。
 - (1) 进入定标环节，但未中标的2家单位各50万元。
 - (2) 进入评标环节，但未进入定标环节的第4、5名（不排序）各20万元。
 - (3) 进入评标环节，但未进入定标环节的第6、7名（不排序）各10万元。
2. 优秀方案补偿费为固定费用，结算时不作调整。

9.2 优秀方案补偿费的支付

1. 优秀方案补偿费在招标人与中标人签订合同并支付第一笔费用（含优秀方案补偿费）后，由中标人支付优秀方案补偿费给未中标人。
2. 以上补偿费均以人民币支付，为含税金额，各单位自行依法办理涉税手续和缴纳税款。
3. 设计机构或设计机构牵头机构（以联合体名义参加的）均应按照要求提供国内合法增值税发票等付款资料，并按照规定配合完成费用结算各项手续。

9.3 其他

投标申请人参加本次投标的所有费用（含差旅住宿费）均自行承担。设计单位提交的投标成果文件若被评审委员会一致认定为未达到本次招标文件深度及要求的，招标单位将不予支付优秀方案补偿费。

9 Compensation fee

9.1 Compensation fee

1. The total of compensation fee is 1.6 million RMB:
 - (1) Two finalists who enter Final Evaluation Stage but fail to win the bid will receive 500,000 RMB each.
 - (2) Bidders ranked 4th & 5th (no specific order) in scheme review meeting will receive 200,000 RMB each.
 - (3) Bidders ranked 6th & 7th (no specific order) in scheme review meeting will receive 100,000 RMB each.
2. Compensation fee is fixed fee, and the amount will be settled according to the actual situation.

9.2 Payment for Compensation fee

1. Compensation fee will be paid by the winner to shortlisted and qualified teams that are not winning, after the tenderer signs design contract with winner and processes the first payment (including all compensation fee).
2. The above fees are to be paid in RMB, tax inclusive. All companies shall pay the tax according to law on its own.
3. Design team or the leading member (participating as consortium) shall provide necessary payment materials such as the domestic legal VAT invoice as required, and cooperate with the completion of procedures of fee settlement as required.

9.3 Others

Bidders shall bear all expenses for participating in this tender (including the travel and accommodation expenses). If the scheme review committee agree that the deliverables submitted by any bidder fail to reach the depth and requirements of the tender document, the Tenderer will not pay the compensation or compensation fee to unqualified bidders at all.

10 知识产权及相关法律

(1) 投标申请人(含联合体)出具的《知识产权承诺书》，内容为：

“投标申请人的设计成果不侵犯任何第三方知识产权或其他合法权益，投标申请人对此承担全部法律责任；投标申请人对设计成果中的任何知识产权或其他合法权益均已得到合法有效授权，所涉授权费用(如果有)由投标申请人承担且已包含在合同(或招标文件)规定的设计费用或补偿费用中。投标申请人须保证招标人有权合法免责使用设计成果，该设计成果不存在任何权利缺陷或权利行使障碍，如因此给招标人造成任何责任或损失(包括但不限于被追索连带责任、侵权赔偿或支付许可费等)，均由投标申请人承担或赔偿。

(2) 投标申请人取得的专利授权证书、商标注册证书、著作权登记证书等相关知识产权证书或证明文件(复印件加盖公章)(如果有)。

(3) 上述知识产权承诺书及相关知识产权证书如来自境外，应提供中英文对照。

10.1 招标人的知识产权

1. 招标人提供给投标申请人的设计文件、图纸、BIM 模型及相关成果、招标人为实施工程自行编制或委托编制的技术规格书、设计与科研成果以及反映招标人要求的或其他类似性质的文件、物品的所有权和知识产权(包括著作权、专利权、商标权等)属于招标人，投标申请人可以为实现合同目的而复制、使用此类文件、物品，但不得用于与合同无关的其他事项。未经招标人书面同意，投标申请人不得为了合同以外的目的而复制、使用上述文件、物品或将之提供给任何第三方。

10 Intelligent Property Rights

(1) The content of the "Intellectual Property Commitment" issued by the bidding applicant (including consortium) is: "The applicant's design results do not infringe any third party's intellectual property rights or other legitimate rights or interests, and the applicant bears all legal responsibility; all intellectual property rights or other legal rights and interests in the Design Results of the applicant have been legally and effectively authorized, and the authorization costs involved (if any) have been borne by the applicant and have been included in the design costs stipulated in the contract (or tender documents). The applicant must ensure that the tenderer has the right to use the Design Results legally and without liability, and that the Design Results do not have any rights defects or obstacles to their exercise. Any liability or loss caused to the tenderer (including but not limited to joint liability, compensation for infringement or the payment of royalties, etc.) shall be borne or compensated by the applicant."

(2) Patent authorization certificate, trademark registration certificate, copyright registration certificate and other related intellectual property certificates or certification documents (copies stamped with official seal) (if any) obtained by the bid applicant.

(3) The above-mentioned intellectual property commitment and related intellectual property certificates should be provided in both Chinese and English if they are from overseas.

10.1 Tenderer's Intelligent Property Rights

1. The tenderer owns the following and intellectual property rights to the following (including copyrights, patents, trademarks, etc.) to the design documents, drawings, BIM models and related results; technical specifications, design and scientific research results prepared or commissioned for the project; and those documents and articles that reflect the requests of the tenderer or other materials of a similar nature provided by the tenderer. The designer may copy and use such documents and articles only for the implementation of this contract. Without the written consent of the tenderer, the designer shall not copy or use

2. 投标申请人对招标活动（包括但不限于招标方案、评标结果）的外在宣传推广应事先征得招标人书面同意（同意的事项或内容、范围以招标人书面确认的为准），所涉文字、图片、音像等内容，不得违反招标文件关于保密的约定，亦不得用于违反法律或公序良俗的规定的活动。

3. 招标人在招标结束后，在不违反合同或招标文件关于保密约定的情况下，对于所有参与投标的方案，均有权无偿发布或公布招标评审结果，以及通过传媒、专业杂志、书刊或其它形式介绍、展示及评价招标成果。

the above mentioned documents and articles or provide them to any third party for any purpose other than for the implementation of this contract.

2. Public promotion of the bidding activities (including but not limited to the bidding plan and results) by the bidder shall obtain the written consent from the tenderer in advance (the agreed items, content and scope shall be subject to the tenderer's written confirmation). Contents involving text, pictures, audio and video, etc., shall not violate the confidentiality agreement of the bidding document); not use the design package for activities that violate national laws, the public order, or customary usage.

3. After the bidding ends, the tenderer has the right to publish or announce the results of the bidding evaluation for free, and display and evaluate the results of the bidding through the media, professional magazines, books, or other forms, provided that it does not violate the confidentiality agreement of the contract or the bidding documents.

10.2 投标申请人的知识产权

1. 所有投标申请人

投标申请人提交的设计成果不得侵犯任何第三方知识产权或其他合法权益，投标申请人对此承担全部法律责任；投标申请人对设计成果中的任何知识产权或其他合法权益均需得到合法有效授权，所涉授权费用（①如果有）由投标申请人承担且已包含在合同（或招标文件）规定的设计费用或补偿费用中。投标申请人须保证招标人有权合法免费使用设计成果，该设计成果不得存在任何权利缺陷或权利行使障碍，如因此给招标人造成任何责任或损失（包括但不限于被追索连带责任、侵权赔偿或支付许可费等），均需由投标申请人承担或赔偿。

2. 中标人

招标人将与中标人签订合同，并支付合同费用。

中标人的设计成果，包括但不限于本合同（或招标文件）约定的工程设计服务、资料与文件成果的知识产权，其中：

（1）设计成果著作权中的使用权、复制权的财产性权利

10.2 The Bidders' Intellectual Property Rights

1. All Bidders

The design work must not infringe the intellectual property rights or other legitimate rights of any third party, and the designer assumes full legal responsibility for any such infringement. The designer must obtain legal and valid authorization from third parties for any intellectual property rights or other legal rights implicated by the design work, and any authorization fee is to be borne by the designer and has been included in the design compensation specified in the contract (or bidding document). The applicant must ensure that the tenderer have the right to use the design work legally and without liability. There must not be any defects in the rights to the designer's design work and there must not be any obstacles to the exercise of these rights. If any liability or loss is caused to the tenderer (including but not limited to joint liability, compensation for infringement, or payment of royalties, etc.), the designer must compensate the tenderer.

2. Winning Bidder

The tenderer will sign the contract with the winning bidder and pay the contract fee.

The intellectual property rights of the winning design or the referencing design selected by the tenderer, including but

一经中标或选用将属于招标人，投标申请人享有该设计成果著作权中人身性权利的署名权（即表明作者身份、在作品上署名的权利）和保护作品完整权（即保护作品不受歪曲、篡改的权利），但合同（或招标文件）约定的设计修改不受此处“保护作品完整权”的限制。投标申请人发表中标或选用的设计作品不得违反合同（或招标文件）关于保密的约定。未经招标人书面同意，投标申请人不得自行或单独对该设计成果进行著作权登记。

（2）设计成果的商标注册申请权属于招标人，未经招标人书面同意，投标申请人不得对该设计成果或对该设计成果具有代表性、关联性的内容或元素申请商标注册（包括文字、图形及其组合的商标）。

（3）招标人对设计成果享有独家使用权，投标申请人不得将设计成果复制或再现方式提供给任何第三方使用。投标申请人对设计成果的外在形象的宣传推广应事先征得招标人同意（同意的事项或内容、范围以招标人书面确认的为准），所涉文字、图片、音像等内容，不得违反合同（或招标文件）关于保密的约定，亦不得用于违反国家法律或公序良俗的活动；如投标申请人以设计成果或其 BIM 技术资料参加交流活动或申报奖项及专利，亦应事先征得招标人书面同意。

3. 未中标的投标申请人

未中标的投标申请人其设计成果的知识产权属于该投标申请人所有。

not limited to the engineering design services, materials, and documents specified in this contract (or bidding document), are as follows:

(1) The tenderee has the exclusive right to make use of and reproduce the winning design work and the referencing design work selected by the tenderee. The bidding applicant retains the right of authorship (the right to indicate the identity of the author and the attribution of the work) and the right to maintain the integrity of the design work (the right to protect the work from distortion and tampering), but the design modifications specified in this contract (or bidding document) are not restricted by any "right to maintain integrity". The bidding applicant's publication of the winning or selected design works shall not violate the contract (or bidding document) on confidentiality. Without the written consent of the tenderee, the designer shall not register a copyright for the design work.

(2) The tenderee has the right to register trademarks for the design work. Without the written consent of the tenderee, the designer shall not apply to register a trademark for the design work or representative or relevant content or elements of the design work (including trademarks of text, graphics, and combinations thereof).

(3) The tenderee has the exclusive right to use the design work. The designer shall: not copy or reproduce the design work for the use of any third party; obtain the prior written consent of the tenderee before publishing or promoting an external image of the design, related text, images, audio-visuals, etc.; not violate the confidentiality agreement of this contract (or the bidding document); not use the design package for activities that violate national laws, the public order, or customary usage. If the designer wishes to use the design package or its BIM technical information to participate in activities or to apply for an award, the prior written consent of the tenderee should be obtained.

3. Unsuccessful Bidders

The bidder owns the intellectual property rights of a bid that did not win.

11 争议解决

本招标合同履行中若发生争议，双方应友好协商解决；协商不成时，向招标单位所在地人民法院提起诉讼。

11 Dispute Resolution

In case of any dispute arising from the performance of the bidding contract, both parties shall settle the dispute through friendly consultation. If no agreement can be reached through consultation, a lawsuit shall be filed to the court in the place where the tenderer is located.

12 不正当竞争与纪律监督

- 1. 严禁投标申请人向参与方案评审的有关人员行贿，使其泄露一切与方案评审工作相关的信息。
- 2. 投标申请人在投标过程中严禁互相串通、结盟，损害招标的公正性，或以任何方式影响其他投标申请人参与正当投标。
- 3. 如发现投标申请人有上述不正当竞争行为，取消其投标资格、或中标资格。

12 Supervision on Unfair Competition and Discipline

- 1. Bidders are prohibited from offering bribes to relevant personnel who participate in scheme review, to cause them to divulge any information relevant to the scheme review.
- 2. During the bidding process, bidders are prohibited from collusion, alliance or any other behaviors that harm the fairness of the tender, or affecting other bidders' participation in fair bidding in any way.
- 3. Any bidder found to have any unfair competition behavior mentioned above will be disqualified for bidding or winning.

13 语言及计量单位

- 1. 语言
与此次投标活动有关的所有文件、往来通知、函件和投标成果文件以中文文本为准。投标申请人的往来通知、函件和投标成果文件为非中文的，应同时提供中文翻译文，以中文翻译文为准。
- 2. 计量单位
除国家相关标准及招标文件中的技术要求另有规定外，投标成果文件使用的度量单位，均采用中华人民共和国法定计量单位。

13 Language and Units

- 1. Language
All notices, correspondence, and deliverables relating to this tender shall be subject to Chinese version; if the documents, emails or deliverables of any bidder are not in Chinese, the Chinese translation shall also be provided and shall prevail.
- 2. Units of Measurement
The units of measurement used in the deliverables shall be the legal units of measurement of the People's Republic of China, unless otherwise provided in relevant standards of China and the technical requirements in the Tender Document.

14 其他

1. 招标人、服务方保留更改活动日程安排的权力。
2. 中标人确定后，招标人不对未胜出单位就评审过程以及未能胜出原因作出任何解释，同时亦不退还竞赛投标成果文件。未获胜单位不得向评审委员会成员或其他有关人员索问评审过程的情况和材料。
3. 招标人在发出中标通知书前的任何时候有权继续或停止任何竞赛，及有权作出宣布取消招标行为，招标人没有义务向投标人做出解释，没有义务对投标人可能产生的费用予以补偿。
4. 资格预审文件及答疑补遗、修改（补充）函件内容均以书面明确的内容为准。当资格预审文件、答疑补遗、修改（补充）函件内容相互矛盾时，以最后发出的为准。
5. 投标申请人必须确保其项目负责人和主创设计师始终参与本设计工作；境外设计机构应确保有境外机构的人员参与、签名和加盖境外机构印章。
6. 投标申请人参加现场踏勘活动、答疑和专家评审会时需自带翻译。
7. 中标人须根据项目进度合理安排配合人次，满足项目各阶段会议及现场服务的需求，并确保主创团队人员参与重要会议。
8. 投标人注意法定图则来源于规划部门网站，最新文件需以规划网站公示文件为准。
9. 参加本次招标活动的设计机构均视为承认本资格预审文件所有内容。

14 Miscellaneous

1. The tenderer and co-organizer reserve the right to modify the tender schedule.
2. After the winning bidder is determined, the tenderer will not give any explanation to unsuccessful bidders regarding the review process and the reason of failure, and the deliverables will not be returned. Unsuccessful bidders shall not ask the review committee or other relevant personnel about the review process and documents.
3. At any time prior to the issuance of the notice of winning, the tenderer has the right to continue or suspend competition process at any time and shall have the right to announce the cancellation of the tender, and have no obligation to explain to the bidders nor to compensate for possible costs incurred.
4. The contents of the Pre-Qualification Document, clarification (Q&A) and amendment (supplement) documents shall be subject to the written contents. In case of any conflict between the Pre-Qualification Document, clarification (Q&A), and amendment (supplement) documents, the latest released one shall prevail.
5. Bidders shall ensure that the project leader and chief designer are always involved in the project; foreign design teams shall ensure the participation of persons overseas, and provide necessary signature and official stamps. If change of key members are truly necessary, after winning the bid, please confirm with the tenderer and gain approval in written consent. Please specify the team member's company if apply as consortium.
6. Bidders shall bring interpreters when attending site survey, Q&A session, and scheme review meeting, if needed.
7. The winning bidder shall reasonably arrange the team according to the project schedule, fulfill the needs of meetings and on-site service at each phase, and ensure that the chief members participate in important meetings.
8. Bidders shall note that the statutory plan is sourced from the website of the planning department, and the latest documents shall be subject to the documents published on the planning website.
9. Bidders that participate in this tender will be deemed as acknowledging all content of this Pre-Qualification Document.

15 特别提示

根据深圳建设工程交易服务系统的管理要求，投标申请人（包括联合体牵头单位、联合体成员单位）需提前办理网上企业信息登记，并提供指定截图确认登记完成。

- 1.请前往“深圳市建设工程平台-我要投标”查询登记情况。（<https://www.szjsjy.com.cn:8001/jy-toubiao/czindex.html>）。
- 2.在输入框内输入完整企业编号（组织机构代码）或企业名称，点击“查询”。

15 Special Note

As per management requirement of subsequent procedures of Shenzhen Construction Project Transaction Service System, the applicant (including the consortium leading member and members of consortium) MUST have the online company information registration before the Pre-qualification document submission deadline, and provide required screenshot to comfirm the registration has complete.

- 1. Visit Shenzhen Construction Project Transaction Service Center to check the registration status.（<https://www.szjsjy.com.cn:8001/jy-toubiao/czindex.html>）.
- 2. Enter the complete company number (or organization code) or company name in the input box, and click "Look-up".



3. 将查询结果截图（如下图）发至project@archiposition.com。以联合体形式投标的申请人，请合并一封邮件发送。

3. Send a screenshot of the result (as shown below) to project@archiposition.com. For Consortium , please send a combined email.



未进行登记的单位请提前在深圳市电子招标交易平台进行登记。

提交报名文件当日系统内需要能够查到申请人的公司名称才算完成报名程序。

录入公司名称时请注意需与本项目提交的营业执照名称保持完全一致，包括语言、简繁体、大小写、空格、符号等，**若出现不一致，可能会影响报名文件递交。**

网上办理地址：https://www.szjsjy.com.cn:8001/jy-toubiao/tbgg/tbGongGao_View.html?ggguid=2c9e8ac273e77e5e01740b630fd63929&tab=ggxx

登记完成提交后可拨打电话申请审核：+86-0755-83785155; +86-0755-83787822 (一般需要1-2个工作日)

第一步：点击“我要登记 - 开始登记”

Unregistered companies please complete the registration process before the Pre-qualification document submission.

The registration procedure is completed only when the company name of the applicant can be found in the system on the day of submission of the pre-qualification document.

When inputting the company name, please keep it completely SAME as the name on the business license (submitted for this tender), including language, simplified Chinese or Traditional Chinese, upper or lower case, space, punctuation etc. **Any inconsistencies may affect the submission process.**

Registration website: https://www.szjsjy.com.cn:8001/jy-toubiao/tbgg/tbGongGao_View.html?ggguid=2c9e8ac273e77e5e01740b630fd63929&tab=ggxx

After the registration is completed, please call to apply for approval: +86-0755-83785155. +86-0755-83787822 (Usually 1-2 business day)

Step 1: Click "I want to register" to start registration.



第二步：进行“企业信息登记”，完成后点击“登记并登录”。

Step 2: Complete “company information registration” and click “register and log in” after completion.

第三步：进入跳转页面，继续“企业信息登记”。

Step 3: Enter the redirected page and continue on “company information registration”.

第四步：下滑选择企业类型，完成相应内容填写后，点击“保存”并“提交”。

Step 4: Scroll down to select company type. After completing the relevant content, click “save” and “submit”

The screenshot displays the 'Shenzhen Electronic Bidding and Transaction Platform' (深圳市电子招标投标交易平台). The user is logged in as '深圳市筑梦公社应用美术设计有限公司' (Shenzhen Zhongmu Gongshe Application Art Design Co., Ltd.). The 'My Bids' (我的投标) menu is open, showing 'Company Information Registration' (企业信息登记). The 'Save' (保存) and 'Submit' (提交) buttons are highlighted with red boxes. The registration form includes a sidebar with company type selection options and a main form with various fields.

企业信息登记

Save Submit

内地企业 Mainland enterprise
国外企业/港澳台企业 Foreign enterprise/ Enterprise in Hong Kong, Macau or Taiwan
内地个人 Mainland individual
国外个人/港澳台个人 Foreign enterprise/ Enterprise in Hong Kong, Macau or Taiwan
其它团体 Other groups

温馨提示：所有上传文件必须是有效证件或资料的原件扫描件，必须是JPG、BMP等图片格式文件，文件名请按证件类型+正面或反面来命名文件，例如：身份证-正面、身份证-反面、营业执照、组织机构代码证、执业资格证、注册证等，您所提供的内容及附件信息将在深圳市建设工程交易服务网进行公示，接受公众监督，请如实填写。

主体类型：☐ 投标人 ☐ 招标人 企业类型：

企业名称：

组织机构代码（或社会信用代码第9位至第17位）： ("组织机构代码共9位，其中不能包含'-')"

企业证照号： (营业执照号、事业单位法人登记证书号等证件号码)

企业设立时间：

法定代表人姓名： 法定代表人联系电话：

法定代表人身份证号码：

深圳市建设工程交易服务中心 版权所有 北京筑龙信息技术有限公司 提供技术支持 联系电话：01086483801 数字证书服务电话：深圳CA 409-112-3838、广东CA 4098682881、浙江CA 4098301330、北京CA 010-58515511

第二部分 资格预审评审指引

Part 2 Pre-Qualification Review Guide

类别 Category		评审要点 Review Guides
公司实力 Company Ability	投标人 资历 Company Profile	<p>投标申请人简介：企业相关资质（含证明文件、奖项经历），公司规模（总公司及相关投标分公司各专业人数等信息），相关项目经验简述。</p> <p>Company qualifications (certificates, awards), company scale (information about number of staffs in all professions and different location offices), brief introduction of relevant experiences.</p>
	相关设计 经验 Relevant Design Experience	<p>投标申请人（含联合体牵头单位或成员单位）提供企业近 5 年（从招标工程的招标公告第一次发布之日起计算，建成或在建）主持过的 3 个同类项目业绩。业绩数量超过 3 项的，只取前 3 项。联合体提供的业绩总数不超过 3 项，注明业绩所属单位。</p> <p>业绩证明材料：</p> <p>① 提供项目名称、规模（总建筑面积）、参与的设计内容、主要效果图及总图或照片、设计合同关键页扫描件（应能体现合同名称、设计内容及规模、设计阶段、合同签订时间、合同签章页）；</p> <p>② 房建类工程项目获奖（国家级奖项），数量不超过 3 个。</p> <p>The applicant (including all members of the Consortium together) shall provide 3 similar design projects in recent 5 years (calculated from the date when the tender announcement of the bidding project was first issued, built or under construction). If the number of projects exceeds 3, only the first 3 shall be taken. The total number of project provided by the consortium shall not exceed 3, and indicate which member that the project belongs to.</p> <p>Supporting materials:</p> <p>(1) Provide project name, scale (total floor area), design content, main renderings and general drawings or photos, and scanned copies of key pages of the design contract (which should reflect the name of the project, design content and scale, design stage, contract signing time and contract signature page);</p> <p>(2) (National level) Awards of housing construction projects, no more than 3 items.</p>
设计团队 实力 Design Team Abilities	项目 负责人 (1 名) Project Leader 1 person	<p>1. 所在国家或地区建筑相关行业协会或机构颁发的合法执业资格证明文件；</p> <p>2. 同类项目最具代表性业绩、获奖及荣誉（业绩总数不超过 2 项，超过 2 项的，只取前 2 项。）：</p> <p>① 提供项目名称、规模（总建筑面积）、甲方信息、设计时间、参与的设计内容及主要效果图及总图；</p> <p>② 项目获得的奖项（如有），数量不超过 2 个；</p> <p>3. 个人所获国家级或国际奖项或荣誉（如有）；数量不超过 2 项。</p> <p>1. Legal practicing qualification certificate issued by construction related industry association or institution in the country or region where the architect is located;</p> <p>2. The most representative performance, awards and honors of similar design projects:</p> <p>(1) Provide the project name, scale (total floor area), Client's information, design time, design content and main renderings and general drawings;</p> <p>(2) Awards won by the project (if any), no more than 2 items;</p> <p>3. National or international awards or honors (if any): No more than 2 awards for project leader.</p>
设计团队 实力 Design Team Abilities	主创 设计师 (2 名) Chief Designers 2 persons	<p>1. 所在国家或地区建筑相关行业协会或机构颁发的合法执业资格证明文件；</p> <p>2. 同类项目最具代表性业绩、获奖及荣誉（每位主创设计师业绩总数不超过 2 项，超过 2 项的，只取前 2 项。）：</p> <p>① 提供项目名称、规模（总建筑面积）、甲方信息、设计时间、参与的设计内容及主要效果图及总图；</p> <p>② 项目获得的奖项（如有），数量不超过 2 个；</p> <p>3. 个人所获国家级或国际奖项或荣誉（如有）；每位主创设计师奖项及荣誉不超过 2 项。</p> <p>1. Legal practicing qualification certificate issued by construction related industry association or institution in the country or region where the architect is located;</p> <p>2. The most representative performance, awards and honors of similar design projects:</p> <p>(1) Provide the project name, scale (total floor area), Client's information, design time, design content and main renderings and general drawings;</p> <p>(2) Awards won by the project (if any), no more than 2 items;</p> <p>3. National or international awards or honors (if any): No more than 2 awards for each chief designer.</p>

类别 Category	评审要点 Review Guides
<p>概念提案</p> <p>Concept Proposal</p>	<p>1. 概念提案为 A3 规格 (420mmx297mm) , 横版, 不超过 5 页 (不含封面封底) , 单面打印, 简装, 软皮封面, 概念提案成果内容构成 (包括但不限于) :</p> <p>(1) 规划设计总平面图 (至少 1 张) ;</p> <p>(2) 总体效果意向图 (至少 1 张) ;</p> <p>(3) 其他认为能突显设计想法及亮点的图纸;</p> <p>2. A1 展板 2 个, 竖版, KT 板裱板, 黑色包边。展板应至少包含规划设计总平面图及总体效果概念表现图。请于展板右上角标注写明申请人名称。</p> <p>1. Concept proposal shall be in A3 size (420 mm x297 mm), horizontal format, no more than 5 pages (excluding cover and back cover), single-sided printing, paperback, soft cover, concept proposal content (including but not limited to):</p> <p>(1) Master plan(at least 1)</p> <p>(2) Overall effect rendering (at least 1);</p> <p>(3) Other drawings that express the intention or highlights of the design.</p> <p>2. A1 presentation boards: 2 KT boards, vertical layout, with black frame. The presentation boards shall contain at least the master plan and the overall effect rendering. Please indicate the applicant's name on the upper right corner of the boards.</p>
<p>备注</p> <p>Note</p>	<p>1. 项目负责人和主创设计师可为同一人, 其中需至少一人具备中国一级注册建筑师资格;</p> <p>2. 项目负责人须由牵头单位拟派;</p> <p>3. 主创设计师不超过 2 名, 超过 2 名的, 只取前 2 名;</p> <p>4. 以上项目负责人、主创设计师均为拟参与本项目最终人员。</p> <p>5. 同类项目包括: 文化馆、图书馆、艺术中心、体育活动中心;</p> <p>6. 所有非中文文件均需提供中文翻译;</p> <p>7. 资格预审委员会将对公司实力、设计团队实力、概念提案进行综合评审, 投标申请人在做好资信文件的同时, 需高度重视概念提案的构思。</p> <p>1. The project leader and the chief designer can be the same person, and at least one of them must be Grade One registered architect in China.</p> <p>2. Project Leader must be appointed by Consortium leading member.</p> <p>3. No more than 2 chief designers. If more than 2, only the first 2 will be considered.</p> <p>4. Project leader and chief designers must be promised to perform duties for this project in later stages.</p> <p>5. Similar type of projects include: cultural center, library, art center, sports center.</p> <p>6. All non-Chinese documents must provide Chinese translation.</p> <p>7. The pre-qualification committee will comprehensively review the bidder's performances and the project proposal. While completing the company profile and credit document, the bidders shall pay great attention to the concept proposal.</p>

附件

- 1.资格预审申请文件格式
2. 资格预审报名信息表（EXCEL）

Attachments

1. Pre-Qualification Application Document Template
2. Pre-qualification application form (EXCEL)

