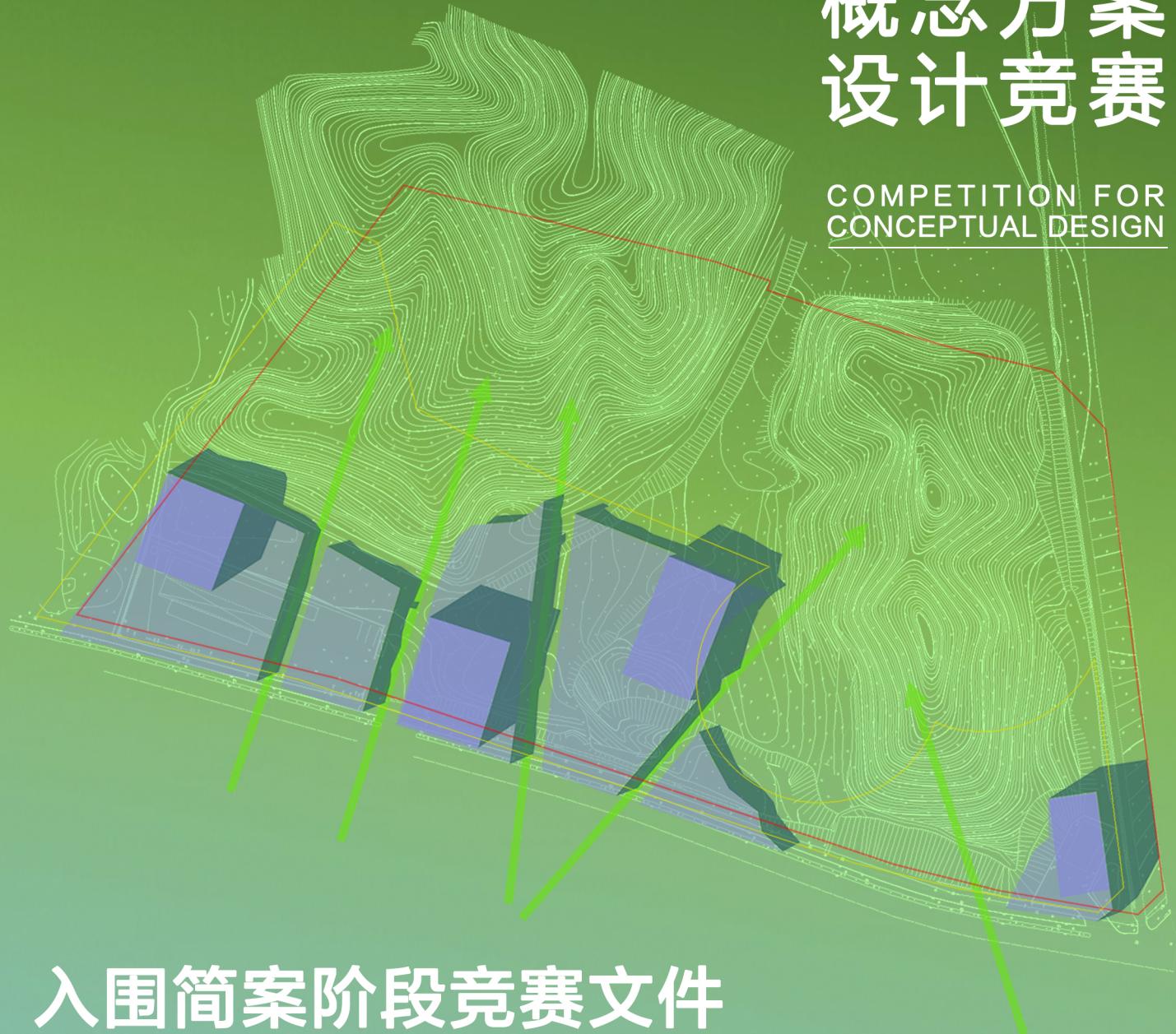




大鹏公共事务中心 (暂定名)
DAPENG PUBLIC AFFAIRS CENTER (TENTATIVE NAME)

概念方案 设计竞赛

COMPETITION FOR
CONCEPTUAL DESIGN



入围简案阶段竞赛文件

BRIEF SCHEME SUBMISSION STAGE COMPETITION DOCUMENT

竞赛主办方 Host

深圳市大鹏新区管理委员会
Shenzhen Dapeng New District Management Committee

2021.03

目录

参赛联合团队须知前附表 INSTRUCTION TABLE	1
1 组织机构 ORGANIZERS	6
2 竞赛规则 COMPETITION RULES	7
2.1 第一阶段-入围简案阶段 THE FIRST STAGE - BRIEF SCHEME SUBMISSION	7
2.2 第二阶段-概念方案阶段 THE SECOND STAGE - CONCEPTUAL DESIGN	8
2.3 第三阶段-审定及优化阶段 THE THIRD STAGE - DETERMINATION AND OPTIMIZATION	9
3 竞赛奖金 COMPETITION BONUS	11
3.1 入围简案阶段奖金 BONUS FOR THE BRIEF SCHEME SUBMISSION STAGE	11
3.2 概念方案及审定阶段奖金 BONUS FOR THE CONCEPTUAL DESIGN AND OPTIMIZATION STAGE	11
3.3 奖金支付 BONUS PAYMENT	11
4 竞赛日程 COMPETITION AGENDA	13
5 入围简案阶段竞赛文件 BRIEF SCHEME SUBMISSION STAGE COMPETITION DOCUMENT	15
5.1 入围简案阶段竞赛文件的组成 COMPOSITION OF BRIEF SCHEME SUBMISSION STAGE COMPETITION DOCUMENT	15
5.2 简案阶段竞赛文件的编制及提交 COMPILATION AND SUBMISSION OF BRIEF PROPOSAL SUBMISSION STAGE COMPETITION DOCUMENT	18
6 其他 MISCELLANEOUS	22
6.1 否决性条款 VETO CLAUSE	22
6.2 知识产权及相关法律 INTELLECTUAL PROPERTY AND RELEVANT LAWS	23
6.3 争议解决 DISPUTE SETTLEMENT	25

6.4 不正当竞争与纪律监督 SUPERVISION OVER UNFAIR COMPETITION AND DISCIPLINE.....	25
6.5 语言及计量单位 LANGUAGE AND UNIT OF MEASUREMENT.....	26
6.6 其他要求 OTHER REQUIREMENTS.....	26

参赛联合团队须知前附表 INSTRUCTION TABLE

序号 No.	名称 Name	规定 Regulations
1	项目名称 Project name	大鹏公共事务中心（暂定名） Dapeng Public Affairs Center (tentative name)
2	主办方 Host	深圳市大鹏新区管理委员会 Shenzhen Dapeng New District Management Committee
3	项目概况 Project Overview	<p>(1) 用地概况：项目选址地块位于深圳市大鹏新区葵涌中心区金岭路和规划金业北路交汇处西北侧。用地范围约 77174 平方米，其中禁止建设区域及橙线影响区域范围约 37991 平方米，可建设用地面积约 39183 平方米。</p> <p>(2) 项目组成：包括公安指挥中心、档案馆·方志馆、交警大队营房三大部分。另需综合考虑周边配套设施。</p> <p>(3) 建筑规模：总建筑面积为 178329 平方米，其中地上建筑面积 112337 平方米，地下建筑面积约 65992 平方米（暂定，地下面积主要为设备用房、停车及人防，设计师可视具体方案处理地形方式适当调整）。</p>
4	资金来源 Source of Fund	100%政府投资 100% government investment

5	<p>入围简案阶段竞赛申请条件</p> <p>Brief Scheme submission Stage Application Requirements</p>	<ol style="list-style-type: none"> 1. 参赛联合团队须是注册的企业或机构。 2. 本次竞赛不设资质及业绩要求。 3. 因本次竞赛项目为多个单体项目的集合，因此也要求报名参赛者为 2 家及以上的设计机构组合为联合团队来参赛，联合团队应有“总体设计统筹 + 不同单体建筑师”的分工组合，以达到项目建筑群既有相互呼应、联系的整体感，又能满足不同部分设计要求（包括进度）之下的丰富个性。参赛联合团队各方不得再与另外的设计机构组成联合团队参加此次竞赛。 4. 参赛联合团队合作方需签署合法有效的《联合团队协议》，并明确牵头设计机构，以及各方的权益份额、工作内容和工作量。 5. 不接受个人或个人组合的报名。 <p>1.Joint team be legally registered companies or organizations.</p> <p>2.There are no qualification and performance requirements during the competition process.</p> <p>3.As the competition project is a collection of several individual projects, it is also required that two or more design agencies should be enrolled as a joint team to participate in the competition. The joint team should have the division of labor and combination of "overall design coordination + different individual architects", so as to achieve the overall sense of mutual connection of the construction group, and meet the design requirements of different parts (including progress) . Each member of the consortium shall not join another consortium with other design agencies to apply.</p> <p>4. The joint team members shall sign the Joint Team Agreement legally and specify the leading member, as well as work distribution, share of rights and interests during the project implementation phase if awarded with design contract.</p> <p>5. Individual or teams of individuals will not be accepted.</p>
6	<p>获取入围简案阶段竞赛文件方式</p> <p>Acquisition of Brief Scheme Submission Stage Competition Document</p>	<p>入围简案阶段竞赛文件自行在“Futureplus- 竞赛公告”下载。 (https://www.futureplus.net.cn/)</p> <p>Please download Brief Scheme Submission Stage Competition Document at ‘Futureplus Academy Website - Competition Announcement’ (https://www.futureplus.net.cn/)</p>
7	入围简案阶段竞赛	截止时间:北京时间 2021 年 4 月 13 日 15 时 00 分(详见 Futureplus-

<p>文件递交截止时间及方式 Submission deadline and method of Brief Scheme</p> <p>Submission Competition Document</p>	<p>竞赛公告)</p> <p>现场递交或邮寄地点: 深圳市南山区深圳湾科技生态园 7 栋北大堂 B 座 704 联系人: 蔡工/13590410014 符工/13923439321</p> <p>Deadline: 15:00 April 13th, 2021, Beijing Time (See Futureplus Academy Website - Competition Announcement for details)</p> <p>On-site submission or mailing address: 704, block B, North hall, building 7, Shenzhen Bay Science and Technology Ecological Park, Nanshan District, Shenzhen</p> <p>Enquiry Tel: Mrs Cai: +86 13590410014 Mr. Fu: +86 13923439321</p>  <p>递交方式: 现场提交或邮寄</p> <ol style="list-style-type: none"> 受疫情影响, 入围简案阶段竞赛文件接受现场递交、邮寄递交。 考虑到邮寄文件有延时送达风险, 为保障参赛联合团队按时送达文件, 参赛联合团队可委托境内人员或机构将入围简案阶段竞赛文件盖章的电子版本制作成符合竞赛要求的纸质文件及 U 盘文件。按要求封装后现场提交。
--	--

		<p>3. 现场递交竞赛文件的参赛联合团队需携带授权委托书签字盖章原件（委托书格式见附件一“14（现场递交申请文件）授权委托书”）及被委托人身份证原件。本授权委托书无需编制在参赛申请文件中。</p> <p>Way of submission: on-site submission or mailing.</p> <p>1. Due to the pandemics, the Brief Scheme Submission Stage Competition Document could be submitted on site or through mailing.</p> <p>2. Considering the risk of delayed delivery via mailing, to ensure the joint team delivering the document on time, the joint team can entrust person or institution in China to print the stamped e-version Brief Scheme Submission Stage Competition Document into paper version and digital file, and then submit on site after packaging it as per requirement.</p> <p>3. The above submission joint team needs to present Letter of Attorney (see Appendix 1 for the format of “14 LETTER OF ATTORNEY (for on-site submission)”) and the original ID card of the authorized agent. Letter of Attorney is not required to be included in the application document.</p>
8	<p>参赛联合团队对入围简案阶段竞赛文件的质疑期限、方式</p> <p>Query deadline and method of joint team on Brief Scheme Submission Stage</p>	<p>质疑截止时间: 北京时间 2021 年 3 月 25 日 17 时 00 分 (详见 Futureplus-竞赛公告)</p> <p>提交疑问的方式: 参赛联合团队将质疑文件扫描件 (加盖公章, 接受电子签章, pdf 格式) 和电子版 (.doc 格式) 提交至电子邮箱 caixiaoling@futureplus.net.cn (质疑文件以本邮箱收件为准, 非本邮箱收件或逾期提交的质疑一律视为无效质疑, 不予答复)</p> <p>邮件发送后请联系: 蔡工/13590410014 符工/13923439321</p> <p>Deadline of query: 17:00 March 25th, 2021, Beijing Time (See Futureplus Academy Website - Competition Announcement for details)</p> <p>Method of submitting questions: Joint team sends the scanned copy of questions (affixed with official seal, e-stamping accepted, .pdf) and electronic file (.doc) to email address: caixiaoling@futureplus.net.cn (Questions received in this email address and before the deadline will be valid; otherwise, they will be regarded as invalid and no reply will be given)</p> <p>After sending email, please contact Mrs Cai: +86 13590410014 or Mr Fu: +86 13923439321</p>

9	<p>主办方对入围简案阶段竞赛文件的澄清或修改、答疑的期限、方式</p> <p>Deadline and method for Host to clarify, modify or answer questions regarding Brief Scheme Submission Stage Competition Document</p>	<p>主办方澄清或修改、答疑截止时间: 北京时间 2021 年 3 月 29 日 17 时 00 分 (详见 Futureplus--竞赛公告)</p> <p>参赛联合团队获取入围简案阶段竞赛文件答疑或补遗的方式:</p> <p>参赛联合团队自行在“Futureplus-竞赛公告”上本项目公告原发布页面获取答疑及补遗文件。</p> <p>Deadline for Host to clarify, modify or answer questions: 17:00 March 29th, 2021, Beijing Time (See Futureplus Academy Website - Competition Announcement for details)</p> <p>Method for joint team to get The Addendum and Q&A document of the Brief Scheme Submission Stage Competition Document:</p> <p>Joint team can get the Addendum and Q&A document from “Futureplus Academy Website - Competition Announcement”</p> <p>(https://www.futureplus.net.cn/)</p>
10	<p>否决性条款</p> <p>Veto clause</p>	<p>具体见本文件“6 其他”第 6.1 条。</p> <p>See Article 6.1 of “6 Miscellaneous” of this project.</p>
11	<p>其他</p> <p>Others</p>	/

1组织机构 Organizers

(1) 主办方 Host

深圳市大鹏新区管理委员会

Shenzhen Dapeng New District Management Committee

(2) 承办方 Organizer

深圳市规划和自然资源局大鹏管理局

Dapeng Administration Bureau of Shenzhen Municipal of planning and natural resources

(3) 项目使用单位 Project user

深圳市大鹏新区机关事务管理中心

深圳市公安局大鹏分局

深圳市公安局交通警察支队大鹏大队

Shenzhen Dapeng New District Office Affairs Management Center

Dapeng branch of Shenzhen Public Security Bureau

Dapeng brigade of traffic police detachment of Shenzhen Public Security Bureau

(4) 竞赛组织单位 Co-Organizer

深圳市未来家投资发展有限公司

FuturePlus Academy

2竞赛规则 Competition Rules

本次竞赛分为三个阶段：

第一阶段-入围简案阶段；

第二阶段-概念方案阶段；

第三阶段-审定及优化阶段。

The competition is divided into three stages:

The first stage - brief scheme submission stage.;

The second stage - conceptual design stage;

The third stage - determination and optimization stage.

2.1 第一阶段-入围简案阶段 The first Stage - Brief Scheme Submission

2.1.1 竞赛文件要求 Requirements for competition documents

参赛联合团队需提交竞赛文件，主要包含简案、团队介绍二部分。具体见本项目竞赛文件“5-入围简案阶段竞赛文件”。

The joint team shall submit the competition documents, including a brief scheme and a team introduction. For details, please refer to "Article 5 - Brief Scheme Submission Stage Competition Documents".

2.1.2 入围简案阶段竞赛流程 Competition process for the brief Scheme submission stage

(1) 竞赛采用公开+邀请的方式，确定 8 家入围联合团队，获得入围奖金，进入概念方案竞赛。8 家入围联合团队中 5 家采用公开报名甄选方式，3 家为邀请方式。3 家受邀设计机构需自行与其他设计机构组成联合团队，获得竞赛概念方案阶段参赛资格。公开报名及受邀参赛联合团队均需提交简案进行评审。简案需针对已有城市设计指引及竞赛任务书进行分析，并提出改进建议及概念草案供评选。若 3 家受邀联合团队无法提供满足入围简案阶段任务书要求深度的简案，则有可能取消其参赛资格，由备选参赛联合团队进行替补。

(1)The competition takes both open bids and invited ones. 8 joint teams will be shortlisted and rewarded to enter the conceptual design competition. Among the 8 finalists, 5 are selected through open registration and 3 by invitation. The 3 invited design agencies are required to form a joint team with others, so as to qualify for the conceptual design competition. Joint teams, whether through open registration or by invitation, must submit a brief Scheme for evaluation.

The brief Scheme shall give an analysis of existing urban design guidelines and the design brief, and make suggestions for improvement and a draft conceptual design for review. If the 3 invited joint teams fail to provide brief Schemes as required by the design brief, they may be disqualified and replaced by alternative joint teams.

- (2) 由主办方依法组建专家评审委员会对参赛联合团队所提交的入围简案阶段竞赛文件进行评审，采用记名投票法，确定 8 家入围参赛联合团队（无排序）及 2 家备选参赛联合团队（有排序）；入围简案阶段专家评审结束后，主办方将对 8 家入围参赛联合团队（无排序）及 2 家备选参赛联合团队（有排序）进行公示。
(2)The Host shall set up an expert review committee in accordance with the law to review the shortlisted brief Schemes and select by open vote 8 joint team finalists (unranked) and 2 alternatives (ranked); After the expert review at the brief Scheme submission stage, the Host will make public notice of 8 joint team finalists (unranked) and 2 alternatives (ranked).
- (3) 通过专家评审委员会确定 8 家入围参赛联合团队应按时提交《参赛确认函》。如 8 家入围参赛联合团队中有退出下一阶段方案竞赛的，则由备选参赛联合团队依序替补；
(3)The 8 joint teams shortlisted shall submit the Participation Confirmation Letter on schedule. If any of the 8 teams withdraws, an alternative will be substituted in order;
- (4) 若递交《参赛确认函》的参赛联合团队因非不可抗力因素中途退出或最终放弃竞赛，主办方有权拒绝该参赛联合团队参加主办方其他任何建设项目的投标或竞赛。
(4)If the joint team submitting the Participation Confirmation Letter withdraws from or finally gives up the competition as a result of Force Majeure, the Host has the right to refuse the team to participate in any other construction bidding or competition organized by the Host.

2.1.3 成果要求 Deliverable requirements

具体成果要求详见附件 2- 简案阶段任务书。

For specific requirements, please see Appendix 2 - Competition Design Brief at the brief Scheme submission stage.

2.2 第二阶段-概念方案阶段 The second stage - conceptual design

在确定的任务书及城市设计指引下，提出建筑概念设计方案供评选。概念方案阶段竞赛仍保持公开，接受自由参赛联合团队继续报名，已报名并通过审核的自由参赛联合团队方可参加概念方案阶段。（自由参赛联合团队不获得入围

简案阶段奖金)。

The shortlisted joint teams shall make architectural conceptual design schemes for review under the established design brief and urban design guidelines. The competition will remain open to the public at this stage, and registration by independent joint teams is still workable. The independent joint teams should be reviewed before competing at this stage. (independent joint teams will not be rewarded with the bonus set up for the first stage).

2.2.1 概念方案阶段竞赛流程 Competition process of conceptual design stage

- (1) 通过入围简案阶段产生的 8 家入围参赛联合团队以及自由参赛联合团队进入本阶段 (概念方案阶段);
 - (1) The 8 joint teams shortlisted from the first stage as well as the independent ones will enter this stage (conceptual design);
 - (2) 8 家入围参赛联合团队以及已报名并通过审核自由参赛联合团队提交符合设计任务书要求的设计成果文件, 每家只允许提交一个竞赛方案;
 - (2) The 8 joint team shortlisted and the qualified independent joint teams shall only submit one conceptual design deliverable in line with the design brief;
 - (3) 主主办方依法组建方案评审委员会, 对参赛方案进行评审。方案评审委员会采用记名投票法 (逐轮淘汰), 选出 3 家参赛联合团队 (有排序, 但不作为最终结果) 进入第三阶段-审定及优化阶段。
 - (3) The host shall establish a review committee in accordance with the law to review the Schemes. The review committee shall select 3 joint teams (ranked, but not as the final result) through open vote (elimination by round) to enter the third stage -determination and optimization.

2.2.2 成果要求 (暂定) Deliverable requirement (tentative)

具体成果要求以概念方案阶段公布的竞赛文件为准。

The specific deliverable requirements shall be subject to the competition documents published at the conceptual design stage.

2.3 第三阶段-审定及优化阶段 The third stage - determination and optimization

主办方组建审定委员会审定竞赛评选结果, 确认第一名优胜方案。第一名方案优胜联合团队后续需根据各方意见进行优化。

The host shall set up a review committee to review the results and select the winner. The winner shall further develop and optimize the design based on the feedback from all sides.

2.3.1 成果要求 (暂定) Deliverable requirements (tentative)

具体成果要求以主办方要求为准。

The specific deliverable requirements shall be subject to the requirements by the host.

3竞赛奖金 Competition Bonus

3.1 入围简案阶段奖金 Bonus for the Brief Scheme submission stage

8家入围联合团队均获得50万元人民币

8 shortlisted joint teams, with bonus of 500,000 RMB each.

3.2 概念方案及审定阶段奖金 Bonus for the Conceptual design and optimization stage

- (1) 第一名联合团队获得230万元人民币(含方案优化费用)
- (2) 第二名、第三名联合团队各获得70万元人民币

注：前三名奖金不包含入围简案阶段奖金。

- (1) The joint team of the first place, with bonus of 2.3 million RMB (including the cost of scheme optimization).
- (2) The joint team of the second and third place, with bonus of 7 million RMB each.

Note: Bonus for this stage do not include bonus for the brief Scheme submission stage.

3.3 奖金支付 Bonus Payment

- (1) 在竞赛结果公示结束且无异议，并签订奖金协议后开始办理奖金支付手续；
 - (1) The payment of prize bonus and compensation fee shall proceed after the competition results public notice period ends without disagreement and the Prize Payment Agreement is signed.
 - (2) 以上奖金及补偿费均以人民币支付，为含税金额，获奖联合团队自行依法办理涉税手续和缴纳税款。
 - (2) The above bonus and compensation fees shall be paid in RMB, which is tax-inclusive. All joint teams shall handle the tax-related procedures and pay taxes by themselves.
 - (3) 国内外获奖联合团队（含联合团队牵头设计机构和联合团队成员）应按照要求提供国内合法增值税发票等付款资料，并按照要求配合完成费用结算各项手续。
 - (3) Domestic and overseas design joint teams (including consortium leading member and other members) shall provide payment information such as domestic legal special VAT invoice, and complete procedures in accordance with the requirements.

(4) 国外设计设计机构若无法使用本设计机构帐户收取人民币的，可授权境内合法独立法人代收款项及开具发票。

(4) If the overseas entity is unable to receive RMB with its own account, it may authorize an independent legal entity within the territory of China to collect funds and issue invoices.

4竞赛日程 Competition Agenda

阶段 Stage	时间 Time	事项 Item
入围简案阶段 Brief Scheme submission stage	2021.03.18 (暂定/Tentative)	发布竞赛公告及接受报名 Release Competition Announcement and accept registration
	2021.03.25 (17:00 前/Before 17:00) (暂定/Tentative)	质疑截止 Query Deadline
	2021.03.29 (17:00 前/Before 17:00) (暂定/Tentative)	答疑及补遗发布 Clarification, Amendment and Answering Period Deadline
	2021.04.13 (17:00 前/Before 17:00) (暂定/Tentative)	文件提交截止 Deadline of competition document submission
	2021.04.14-04.19 (暂定/Tentative)	竞赛评审会 (简案暗标) 及结果公示 Competition review (closed bid) and result publicity
概念方案阶段 Conceptual design stage	2021.04.23 (暂定/Tentative)	发布正式竞赛文件及设计任务书 release Official Competition Document and Design Brief
	2021.04.27 (暂定/Tentative)	踏勘答疑会 (组织形式另行通知) Site Survey and Q & A Meeting (form to be notified)
	2021.04.30 (暂定/Tentative)	质疑截止 (电子邮件形式) Query Deadline (via Email)
	2021.05.04 (暂定/Tentative)	书面答疑 (电子邮件形式) Clarification Period Deadline (via Email)
	2021.06.05 (15:00 前/Before 15:00) (暂定/Tentative)	入围联合团队递交成果文件 Design Competition deliverables submission Deadline

	2021.06.06-06.10 (暂定/Tentative)	方案评审（暗标）及结果公示 Scheme review (closed bid) and result publicity
审定及优化阶段 Determination and optimization stage	2021.06. (待定/Tentative)	审定方案及结果公示 Notice of scheme development review result
	2021.06 (待定/Tentative)	方案优化 Scheme optimization

注/Note:

- (1) 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。
(1) All time is subject to Beijing time. The Host reserves the right to adjust the agenda.
- (2) 温馨提示：因本项目入围简案阶段时间紧凑，建议参赛联合团队提前组织设计力量，以尽早准备方案设计阶段工作。
(2) Kind reminder: Since the schedule is quite tight for the Pre-qualification of this project, the joint team is suggested to organize the design team beforehand so as to prepare the work at the design competition stage as soon as possible.

5 入围简案阶段竞赛文件 Brief Scheme Submission Stage Competition Document

入围简案阶段参赛联合团队必须按以下要求编制竞赛文件，同时在编制目录时对应页码。

Joint team at Brief Scheme Submission Stage must prepare the competition document as per following requirements, indicating the corresponding page number when compiling the table of contents.

5.1 入围简案阶段竞赛文件的组成 Composition of Brief Scheme submission stage competition document

入围简案阶段竞赛文件包含简案、团队介绍两部分。

The joint team shall submit the competition documents, including a brief Scheme and a team introduction.

5.1.1 简案部分为独立文件：Brief Scheme is the independent document

具体成果要求详见附件 2-简案阶段任务书。

For specific requirements, please see Appendix 2 - Task book at the Brief Scheme Stage.

5.1.2 团队介绍部分请参赛联合团队按照以下顺序编制竞赛文件，并制作目录，入围简案阶段竞赛文件格式详见附件 1。 For the part of team introduction, the joint team can prepare the competition document with table of contents in the following sequence. See Appendix 1 for the format of Brief Scheme Submission Stage Competition Document.

- (1) 入围简案阶段竞赛申请书：加盖牵头设计机构公章和签字。
(1) Brief Scheme submission Stage Application Form: Leading member of joint team should apply their official stamps and sign.
- (2) 联合团队协议：联合团队合作方需签署合法有效的《联合团队协议》，并明确牵头设计机构，以及竞赛中联合团队各方的权益份额、工作内容和工作量。加盖联合团队所有成员公章和签字。
(2) Joint Team Agreement: The joint team agreement must specify the leading member, as well as the work distribution and share of rights and interests. Official stamp and signed by all members of joint team.
- (3) 参赛联合团队报名情况一览表：按照附件一中表格内的“填写说明”清晰填写。
(3) Registration Form of Joint Team: Fill in according to the "Filling Instructions" in Appendix 1.

- (3) List of Application Information: Please follow the “Filling instructions”, and fill out the form clearly.
- (4) 参赛联合团队各方均需提供法定代表人身份证明文件, 加盖所对应的公章。
附法定代表人身份证明复印件。
- (4) Certificate of Legal Representative, official stamp, enclosed with copy of ID certificate of the legal representative, and consortium members need to provide such information separately.
- (5) 法定代表人授权委托书可授权同一人负责竞赛事宜。加盖公章和签字。附被委托人身份证明复印件。
- (5) Power of Attorney of Legal Representative is allowed to authorize the same person to take charge of the competition, official stamp and signed, enclosed with copy of ID certificate of the authorized representative.
- (6) 参赛联合团队各方均需提供有效的营业执照 (或商业登记证明) 复印件,
加盖所对应的公司公章。
- (6) Photocopy of the Valid Business License (or business registration certificate) with official stamp. All the members of the joint team need to provide such information separately.
- (7) 参赛联合团队各方均可提供企业相关资质证明文件复印件 (如有), 加盖所对应的公司公章。
- (7) Photocopy of the Relevant Qualification Documents of the Company, with official stamp. All the members of the joint team could provide such information separately.
- (8) 参赛联合团队基本情况表: 参赛联合团队 (含联合团队牵头设计机构和成员设计机构) 简介、公司规模 (总公司及相关竞赛分公司各专业人数等等信息), 相关项目经验简述。联合团队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。
- (8) Basic Information of the joint team: Brief introduction of the joint team (including joint team leading member and members of the joint team), company size (information such as number of staffs in different disciplines in the head office and relevant branch office applying to the competition), and brief description of relevant project experience. Each member should fill in the form separately and provide corresponding photocopies with official stamp.
- (9) 参赛联合团队同类项目业绩: (如有)

Achievements of joint team in similar projects: (if apply)

提交 2010 年 1 月 1 日至公告截止之日为止 (以合同签订时间为准) 在建

或已竣工同类公共建筑方案设计业绩，业绩应充分体现参赛联合团队的水平、能力、创意，参赛联合团队业绩总数不超过 3 项（所有联合团队设计机构共同提供 3 项），超过 3 项的，只取前 3 项。业绩证明材料（不超过 50 页）。

Submit the schematic design achievements of similar public buildings that are under construction or completed from January 1, 2010 to the announcement deadline (subject to the contract signing date), which shall fully reflect the joint team's level, capability and creativity. The total achievements of joint team shall not exceed 3 (all joint team members jointly provide 3 achievements). If it's more than 3, only first 3 are taken. Supporting document of the achievement (no more than 50 pages)

(10) 拟派本项目负责人情况及业绩表：(业绩不作为强制要求)

Proposed project leader and achievements: (The achievement is not mandatory)

参赛联合团队须指定拟派项目负责人 1 人（联合团队设计机构共同指派 1 人），超过 1 人的，只取前 1 人。提供项目负责人担任过同类公共建筑设计项目负责人的业绩，业绩数量不超过 3 项，超过 3 项的，只取前 3 项。类似业绩证明材料：

The joint team must designate one proposed project leader (joint team members jointly designate 1 person). If more than 1, only take the first 1. Provide the achievements of the project leader in similar public buildings as a project leader, with no more than 3 achievements. If more than 3, only take the first 3. Supporting document of the similar achievements:

1) 项目名称、规模（总建筑面积和场地面积）、甲方信息、设计时间、设计内容、主要效果图或建成照片；

1) Project name, scale (gross floor area and land area), client's information, design time, design content, main renderings or photo of completion;

2) 类似业绩所获国家级或国外相应级别专业奖项（如有，只需提供所获最高级别奖项）。

2) Professional award of the similar achievements at national or corresponding international level (if any. Only provide the highest-level award);

(11) 拟派本项目主创设计师情况及业绩表：(业绩不作为强制要求)

Proposed project chief designer and achievements: (The achievement is not mandatory)

参赛联合团队须指定主创设计师（或联合团队共同指派），不超过 3 人，超过 3 名的，只取前 3 名。项目负责人和主创设计师不可为同一人，提供主创设计师担任过同类公共建筑设计项目主创设计师的业绩，每名主创设计师的业绩数量不超过 1 项，超过 1 项的，只取第 1 项。类似业绩证明材料（文件内容均

应提供中英文表述，并以中文为准)：

The joint team must designate chief designers (or jointly designated by consortium members), with no more than 3 people. If more than 3, only take the first 3. The project leader and chief designer cannot be the same person. Provide the achievements of the chief designer in similar public buildings as a chief designer, with no more than 1 achievement for each chief designer. If more than 1, only take the first 1. Supporting document of the similar achievements (The content of the document shall be in both Chinese and English, and Chinese version shall prevail):

1) 项目名称、规模(总建筑面积和场地面积)、甲方信息、设计时间、设计内容、主要效果图或建成照片；

1) Project name, scale (gross floor area and land area), client's information, design time, design content, main renderings or photo of completion;

2) 后续项目竞赛中除因不可抗力外，不可更换主创人员；如确需更换人员，需书面与主办方详细确认更换情况并取得主办方书面同意。

2) Chief designers cannot be changed in the subsequent project competition unless due to force majeure; if indeed the person has to be changed, it must communicate in written form with the Host to confirm the change information and get the written consent from the Host.

(12) 知识产权承诺书：加盖公章和签字，联合团队需加盖联合团队所有成员公章和签字。

(12) Intellectual Property Commitment Signature and Seal: official stamp and signed, joint team leading member should apply their official stamps and sign.

(13) (现场递交申请文件) 授权委托书：加盖牵头设计机构公章和签字。

(13) Letter of Attorney (for on-site submission): official stamp and signed.

(14) (确认为简案阶段竞赛入围联合团队后提交) 入围简案阶段参赛确认函。

(14) Competition Participation Confirmation at brief Scheme submission stage (submitted after being shortlisted at the brief Scheme submission).

5.2 简案阶段竞赛文件的编制及提交 Compilation and Submission of Brief Proposal Submission Stage Competition Document

5.2.1 提交语言：文件内容均应提供中英文表述，并以中文为准。

5.2.1 Language: The documents shall be provided in both Chinese and English, and Chinese version shall prevail.

5.2.2 简案阶段竞赛文件提交形式：纸质文件和电子文件。

5.2.2 Submission form of Brief Scheme submission competition document: Paper

document and electronic document.

5.2.3 简案阶段竞赛文件编制规格及装订要求:

5.2.3 Compilation specification and binding requirements for Brief Scheme submission competition document:

(1) 盖章要求: 竞赛文件正本需每页加盖公章, 接受电子章及鲜章。

(1) Notes on Official Stamps: For the original version, all pages shall be stamped with official seal. Digital stamp and fresh stamp are both accepted.

1) 竞赛文件中“入围简案阶段竞赛申请书”、“联合团队协议”、“知识产权承诺书”需联合团队所有成员签字盖章。

1) The Brief Scheme Submission Application Form, Joint Team Agreement, and Intellectual Property Commitment should be signed and stamped by all joint team members.

2) 所提供的各类证明材料复印件, 联合团队各方应在各自的证明材料复印件上加盖公章。

2) If the supporting documents are scanned copies, each joint team member shall apply its official stamp to its own documents separately.

3) 其余文件(包括简案)均可由联合团队牵头设计机构盖章。

3) The remaining documents (including the Brief Scheme) can be signed and stamped only by the leading member.

(2) 纸质文件: 所有纸质文件提供1套正本及9套副本, 副本可为正本的彩色复印件。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) Paper document: All paper documents will be provided with 1 original and 9 copies. The copy version could be color-copied from the original. Please make sure the content of copies is completely the same as the original. In case of inconsistency, the original shall prevail;

(3) 简案阶段竞赛文件(除简案)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(接受电子签章)。封面需标注“大鹏公共事务中心(暂定名)概念方案设计入围简案阶段竞赛文件”、参赛联合团队名称。页数不限, 简装, 胶装, 软皮封面;

(3) Competition document (except for Brief Scheme) is required to have A4 specification (210mmx297mm), vertical layout, bound into book, table of contents in parallel. The joint team can prepare front cover, back cover and title

page itself. The front cover or title page of the original needs to be affixed with seal and signature (e-stamping and e-signature are accepted). The front cover needs to be marked with “Competition Document of Competition for Conceptual Design of Dapeng Public Affairs Center (tentative name)” and joint team members’ name; No page requirement, simple packaging, and soft cover binding is recommended;

- (4) 简案：方案文本要求，单独装订成册，A3 尺寸，横版，不超过 10 页（不含封面封底），单面彩色打印，简装，正本封面或扉页需加盖公章，提供 1 套正本及 9 套副本（副本文件不得出现任何公司标识，不得在竞赛文件内标注名称、印章、商标等标记符号，不得出现能够辨认出参赛方或其专业技术人员身份的相关信息），副本内容应与正本完全一致，不一致时以正本为准。
(4) Brief Scheme: Requirement: A3 specification, horizontal layout, no more than 10 pages (excluding front and back covers), single-sided color printing, simple packaging, front cover or title page of the original shall be affixed with official seal, one original and 9 copies; (no company logo, name, seal, trademark and other marks shall appear in the copy, and no relevant information that can identify the competitors or their professional and technical personnel shall appear). The content of the copy shall be completely consistent with the original. In case of any inconsistency, the original shall prevail.
- (5) 电子文件 (U 盘 2 份) 为两个部分，简案为单独一个文件或文件夹（包括正本的扫描件与暗标副本扫描件），采用签章的 PDF 或 JPG 格式；其余内容为一个文件或文件夹，采用签章的扫描件 PDF 和可编辑的 DOC 文档两种格式，请同时提供“参赛联合团队报名情况一览表”的可编辑 Excel 格式文件。电子文件须与纸质文件一并提交；
(5) Electronic document (2 USB) has two parts: Brief Scheme is a separate file or file folder (including scanned copy of original and scanned copy of closed bid copies), and the remaining content is a file or file folder. Adopt two formats: scanned copy of stamped competition document in PDF and editable file in DOC. Please also provide the editable Excel file of “List of Application Information”, It must be submitted together with paper document;
- (6) 封装要求：入围简案阶段竞赛文件、电子文件包装在一个密封袋中；密封袋上需标注“大鹏公共事务中心（暂定名）概念方案设计竞赛入围简案阶段竞赛文件”、“参赛联合团队名称”。密封袋上需写明所有联合团队成员设计机构名称，由联合团队牵头设计机构在密封口处盖公章或电子签章（或张贴盖公章或电子签章的封条）。
(6) Packaging requirement: Brief Scheme submission competition document and electronic document (USB) will be put into one sealing bag; The sealing bag

needs to indicate “Brief Scheme Submission Competition Document of Competition for Conceptual Design of Dapeng Public Affairs Center (tentative name)” and “Joint teams’ name”. The sealing bag shall specify names of all joint team members, and the joint team leading member can affix the official seal or e-signature at the seal (or attach sealing paper affixed with official seal or e-signature).

5.3 特别要求 Special Requirements

5.3.1 参赛联合团队应对在入围简案阶段竞赛文件中提交的各项资料的真实性、合法性、有效性负责，并负有提供原件以备主办方核查的义务；如参赛联合团队不能按主办方的要求提供原件，主办方有权取消参赛联合团队的参赛或获奖资格。主办方在奖金发放前任何时间发现参赛联合团队提供虚假文件或涉嫌造假的，均有权取消参赛联合团队的参赛或获奖资格。主办方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，并有权拒绝其在主办方负责建设的其它项目中参赛。

5.3.1 The joint team shall be responsible for the authenticity, legality and validity of its Brief Scheme Submission Competition Document, and has the obligation to provide originals for verification by the Host. The Host has the right to disqualify the joint team for competition or bonus if the joint team fails to provide the originals requested by the Host. If the Host finds the joint team provides false document or is suspicious of falsification at any time before paying the bonus or signing the contract, it will have the right to disqualify the joint team for competition or bonus. The Host will submit to the construction administrative authorities or relevant administrative authorities for investigation. It will be handled in strict accordance with the laws and regulations once the factor is verified, and the Host has the right to reject such joint team to participate in any other projects organized by the Host.

6 其他 Miscellaneous

6.1 否决性条款 Veto Clause

6.1.1 简案阶段竞赛文件送达时间及地点不符合入围简案阶段竞赛文件规定的，主办方将不予受理。

6.1.1 If the time and address of delivery of the Brief Scheme Submission Competition Document do not meet the provisions herein, the Host will not accept such documents.

6.1.2 入围简案阶段竞赛文件有下列情形之一的，竞赛符合性审查不合格：

6.1.2 If the Brief Scheme Submission Competition Document are under one of the following circumstances, the related joint team will fail the compliance review:

- (1) 参赛联合团队不符合参赛资格要求的；
(1) The joint team do not meet the qualification requirements;
- (2) 组成联合团队参赛的未提交联合团队协议书的；
(2) Participates in the competition as consortium but doesn't submit the consortium agreement;
- (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入围简案阶段竞赛文件的；
(3) Brief Scheme Submission Competition Documents are submitted by two or more legal persons who have a direct shareholding relationship with each other or whose legal representatives are one same person;
- (4) 参加联合团队的各成员以自己的名义同时参加两个或两个以上的联合团队参赛；
(4) The member of the joint team also participates in the competition in its own name or is involved in two or more than two joint team for the competition;
- (5) 入围简案阶段专家评审委员会 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；
(5) Over 2/3 members of the expert review committee at the Brief Scheme Submission stage think the design works have been published or are similar to other building in style;
- (6) 入围简案阶段专家评审委员会 2/3 以上成员认为参赛联合团队提供的资料存在虚假情况的。

- (6) Over 2/3 members of the expert review committee at the Brief Scheme Submission stage think the documents provided by the joint team are false.

6.2 知识产权及相关法律 Intellectual Property and Relevant Laws

6.2.1 主办方提供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主办方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）属于主办方，参赛联合团队可以为实现本竞赛目的而复制、使用此类文件、物品，但不得用于与本竞赛无关的其他事项。未经主办方书面同意，参赛联合团队不得为了本竞赛以外的目的而复制、使用上述文件、物品或将之提供给任何第三方；

6.2.1 The Host has the ownership and intellectual property right (including copyright, patent right, trademark right, etc.) for the design documents, drawings, BIM model and relevant results provided from the Host for the joint team, technical specifications, design and scientific research results prepared by Host or its entrusted party for the purpose of project implementation, documents and objects that reflect the Host's requirements or those of similar nature. The joint team can duplicate and use such documents and objects for realizing the competition purpose, but cannot use them for other purposes irrelevant to the competition. Without the written agreement of the Host, the joint team cannot duplicate and use the above documents and objects or provide them for any third party for the purposes other than the competition.

6.2.2 参赛联合团队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，参赛联合团队对此承担全部法律责任；参赛联合团队对设计成果中所涉及的任何来自第三方的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（如果有）由参赛联合团队承担且已包含在竞赛文件（或合同文件）规定的条款费用或奖金中。参赛联合团队的设计成果不得存在任何权利缺陷或权利行使障碍，如因此给主办方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），均需由参赛联合团队承担或赔偿；

6.2.2 The design achievements submitted by the joint team cannot infringe any intellectual property right or other legal interests of the third party, and the joint team will undertake all legal responsibilities accordingly; the joint team shall get legal and valid authorization for any intellectual property right or other legal interests of the third party involved in the design achievements, and it will undertake the related authorization expenses (if any), which are included in the design fee or bonus as stipulated in this Brief Scheme Submission Competition Document. The design achievements of the joint team cannot have any right defects or right exercise obstacle, and the joint team shall undertake or compensate for any liabilities or losses caused to Host therefore (including but is not limited to recourse of joint liability, infringement compensation or payment of license fee, etc.).

6.2.3 对主办方确定本次竞赛入围的方案设计成果，包括但不限于本竞赛文件规

定的概念设计方案、资料与文件成果（下称“设计成果”）的知识产权（包括著作权、专利权、商标权等），其中：

6.2.3 For the intellectual property right (including copyright, patent right, trademark right, etc.) of the design achievements that Host elects to award contract and to implement, including but is not limited to the engineering design service, documents and deliverables as stipulated in this Brief Scheme Submission Competition Document (or contract) (hereinafter called “design achievements”), in which:

- (1) 设计成果著作权中的使用权、复制权的财产性权利一经确定作为参考实施将属于主办方，参赛联合团队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），但本竞赛文件约定的设计修改不受此处“保护作品完整权”的限制。未经主办方书面同意，参赛联合团队不得自行或单独对该设计成果进行著作权登记。
(1) The Host has the property right (right of use and right of reproduction) in the copyright of design achievements once they are determined to implement, and the joint team has the right of authorship (i.e. right of declaring its author identity and signature on the works) of personal right in the copyright of such design achievements and right of protecting the integrity of the works (i.e. right of protecting the works from being distorted or tampered), but the design modifications as agreed in this Brief Scheme Submission Stage Competition Document are not restrained by such right of protecting the integrity of the works. Without the written agreement of the Host, the joint team cannot voluntarily or separately register the copyright of such design achievements.
- (2) 设计成果的商标注册申请权属于主办方，未经主办方书面同意，参赛联合团队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）。
(2) The Host has the right of trademark registration application for the design achievements. Without the written agreement of the Host, the joint team cannot apply for trademark registration (including text, graph and trademark of its combination) for such design achievements or the representative and associated contents or elements of such design achievements.
- (3) 主办方对设计成果享有独家使用权，参赛联合团队不得将设计成果复制或以再现方式提供给任何第三方使用。参赛联合团队对设计成果的外在形象的宣传推广应事先征得主办方书面同意，所涉文字、图片、音像等内容，不得违反本竞赛文件（或合同文件）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；如参赛联合团队以设计成果参加交流活动或申报奖项及专利，应事先征得主办方书面同意。

(3) The Host has the exclusive use right on the design achievements, and the joint team cannot duplicate or reproduce the design achievements for the use by any third party. For any external image publicity of the design achievements by joint team, prior written agreement from the Host shall be obtained, the related texts, images and audios cannot breach the confidentiality agreement of this Brief Scheme Submission Stage Competition Document, nor can they be used for any activities violating the national law or public order and good morals. If the joint team takes the design achievements or its BIM documents to attend any exchange activities or apply for awards and patent, it shall get the prior written agreement from the Host.

(4) 以上所列之外的设计成果其他知识产权（如果有），参照上述约定处理。

(4) The intellectual property rights of the design achievements other than the above list (if any) will be handled as per above agreement.

6.2.4 参赛联合团队参加竞赛未入围参赛方案的知识产权属于参赛联合团队所有。主办方在设计竞赛结束后，在不违反本竞赛文件（或合同文件）关于保密约定的情况下，对于参赛的竞赛方案，均有权无偿发布或公布竞赛评审结果，以及通过传媒、专业杂志、书刊或其它形式介绍、展示及评价竞赛成果。

6.2.4 The joint team has the intellectual property right for its scheme (except for the scheme for which the Host awards the contract). At the end of design competition, on the condition of not violating the confidential agreement of this contract or Brief Scheme Submission Stage Competition Document, for all competition schemes, the Host will have the right to freely release or publish the review results and introduce, display and evaluate the competition achievements through media, specialized magazines, professional books and periodicals or other forms.

6.3 争议解决 Dispute Settlement

本竞赛过程中若发生争议，双方应友好协商解决。

Both parties shall friendly negotiate to settle any disputes during the competition.

6.4 不正当竞争与纪律监督 Supervision over Unfair Competition and Discipline

6.4.1 严禁参赛联合团队向参与评审的有关人员行贿，使其泄露一切与评审工作相关的信息。

6.4.1 The joint teams are prohibited from offering bribes to relevant personnel who participate in the scheme review to result in them to divulge all information relevant to the scheme review.

6.4.2 参赛联合团队在竞赛过程中严禁互相串通、结盟，损害竞赛的公正性，或以任何方式影响其他参赛联合团队参与正当竞赛。

6.4.2 During the competition, the joint teams are prohibited from collusion, alliance or any other behaviors that harm the fairness of the competition or affecting other joint teams' participation in fair competition in any way.

6.4.3 如发现参赛联合团队有上述不正当竞争行为，取消其参赛资格

6.4.3 Any joint team found to have any unfair competition behavior mentioned above will be disqualified from participation or award.

6.5 语言及计量单位 Language and Unit of Measurement

6.5.1 语言 Language

与此次竞赛活动有关的所有文件、往来通知、函件和竞赛成果文件，文件内容均应提供中英文表述，并以中文为准。参赛联合团队的往来通知、函件和竞赛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。

For all documents, notices, correspondences and competition deliverables related to this competition, they shall be provided in both Chinese and English, and Chinese version shall prevail. For all notices, correspondences and competition deliverables of the joint teams, Chinese translation shall be provided if the content of the documents is not in Chinese, and Chinese translation shall prevail.

6.5.2 计量单位 Unit of measurement

除国家相关标准及竞赛文件中的设计任务书另有规定外，竞赛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。

Units of measurement used in the competition deliverables shall be the legal units of measurement of the People's Republic of China unless otherwise provided for in relevant standards of China and the technical requirements in the Design Brief of the Brief Scheme Submission Stage Competition Document.

6.6 其他要求 Other Requirements

6.6.1 主办方不对评审过程以及未能胜出原因作出任何解释，同时亦不退还竞赛成果文件。参赛联合团队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。

6.6.1 The Host will not give any explanation regarding the review process and the reason for failure in the competition, nor will it return the competition deliverables. The joint team shall not ask the review committee members or other relevant personnel about the review process and materials.

6.6.2 主办方在奖金发放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竞赛行为，主办方没有义务向参赛联合团队做出解释，没有义务对参赛联合团队可能产生的费用予以补偿。

6.6.2 Before the bonus is paid, the Host has the right to continue or terminate the

competition at any time and announce to cancel the competition without the obligation to explain to the joint teams or compensate them for any expenses possibly incurred.

6.6.3 入围简案阶段竞赛文件及答疑补遗、修改（补充）函件内容均以书面明确的内容为准。当入围简案阶段竞赛文件、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。

6.6.3 The contents of the Brief Scheme Submission Stage Competition Document, and the Addendum and Q&A Document shall be subject to the contents expressed in writing. When the contents of the Brief Scheme Submission Stage Competition Document, and the Addendum and Q&A Document are contradictory, the latest version shall prevail.

6.6.4 参赛联合团队参加现场踏勘活动、答疑和专家评审会时需自带翻译(如需)。

6.6.4 The joint teams shall bring interpreters (if needed) when attending the site survey, Q&A session, and expert review meeting.

6.6.5 参加本次竞赛活动的联合团队均视为承认入围简案阶段竞赛文件所有内容。

6.6.5 The joint team that participate in this competition will be deemed as acknowledging all content of this Brief Scheme Submission Stage Competition Document.

6.6.6 参赛联合团队参加本次竞赛的所有费用（含差旅住宿费）均自行承担。入围联合团队提交的竞赛成果文件若被评审委员会一致认定为未达到设计阶段竞赛文件深度及要求的，主办方将不支付相应的奖金。

6.6.6 The joint team shall undertake all expenses (including traveling and accommodations) in the participation of this competition. If the review committee unanimously thinks the competition deliverables of the shortlisted joint team not meeting the extent and requirements of the competition document at design stage, then the Host will not pay the corresponding bonus.

6.6.7 本次竞赛结果与下阶段实施合同不发生关联。下阶段各分项项目工程招标任务书将以竞赛优化成果为基础，中标机构将按新区政府相关要求与竞赛优胜团队合作，实施竞赛优胜成果。

6.6.7 The results of this competition are not related to the implementation of the contract in the next stage. In the next stage, the bidding assignment of each sub project will be based on the optimization results of the competition, and the bid winner will cooperate with the winning team according to the relevant requirements of the Dapeng new district government to implement the winning results of the competition.

附件 Appendix

附件 1：入围简案阶段竞赛文件格式；

附件 2：入围简案阶段设计任务书；

附件 3：参赛申请人报名情况一览表。

Appendix 1: Format of Brief Scheme Submission Stage Competition Document

Appendix 2: Design Brief at the brief Scheme submission stage

Appendix 3: List of Application Information

