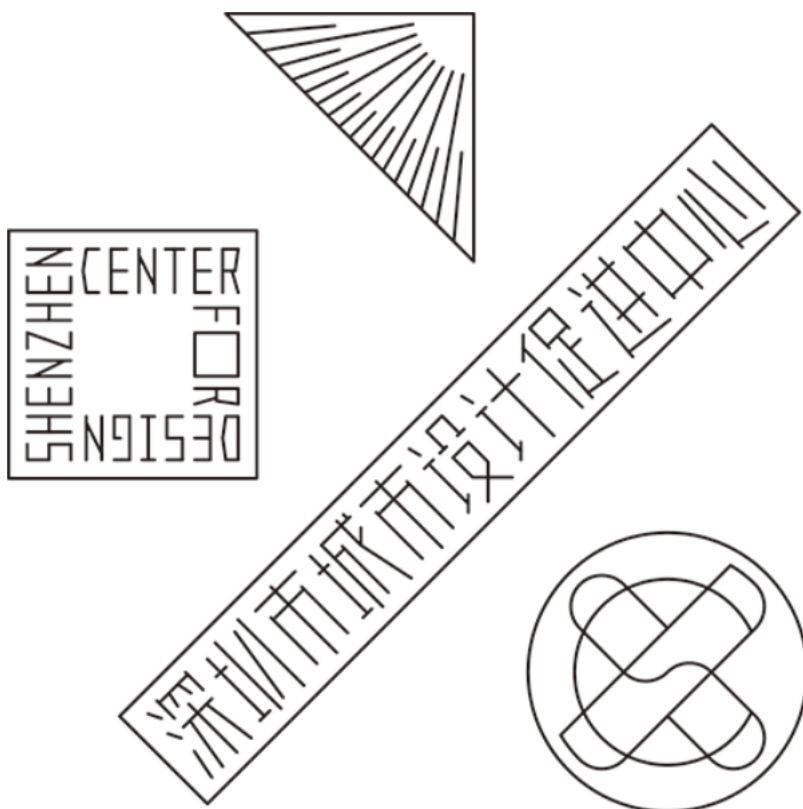


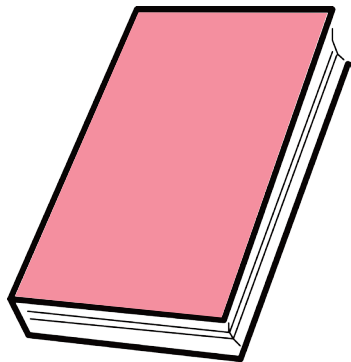
交标文件制作指引手册

Delivery Document Production Manual

本手册内明确深圳市小梅沙海岸带详细规划国际咨询规则相关格式、内容及封装要求。手册未提及内容请参考工作规则。内容如有冲突请以工作规则为准。

This manual specifies the format, content and encapsulation requirements of the pre-qualification documents for International Consultation for Detailed Planning of Xiaomeisha Coastal Zone, Shenzhen Work Rules. Please refer to the working rules for any unmentioned contents. If there is any conflict in the content, please follow the work rules.





资格预审文件

尺寸：A4

页数：不超过 30 页（正反打印）
60 面（除封面封底外）

封面：软面胶装

文件封面无格式要求

需标明单位名称，并且在右上角标明正本 / 副本



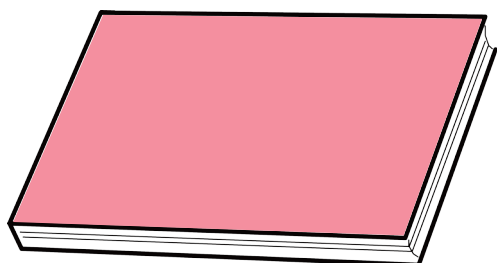
X1



X9

正本（内附盖章及签名原件）

副本



概念提案文件

尺寸：A3 横版 / 竖版

页数：不超过 16 面（单面打印）

封面：软面胶装

文件封面无格式要求

正本需标明单位名称，并且在右上角标明正本 / 副本



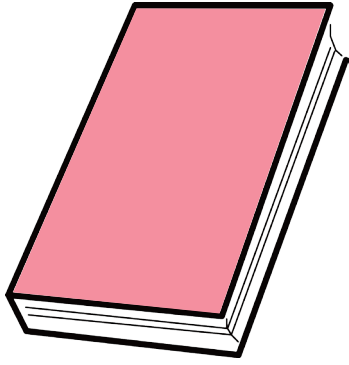
X1



X9

正本（内附盖章及签名原件）

副本



Prequalification Document
Size: A4
Page: 30 pages Maximum
(60 sides)
cover page not included
Cover: Soft surface gluing

No format requirement for the cover page
The company name should be marked
Original/copy should be marked in the lower right corner



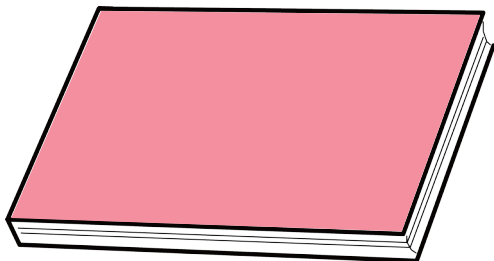
X1

Original(with original stamp)



X9

Copy



Design Document
Size: A3 portrait or landscape
Page: 16 pages, single side
cover page not included
Cover: Soft surface gluing

No format requirement for the cover page
The company name should be marked at the original document
Original/copy should be marked in the lower right corner



X1

Original(with original stamp)



X9

Copy



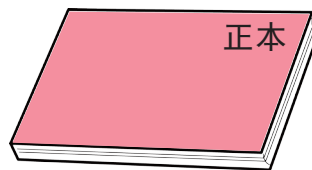
X1

正本（内附盖章及签名原件）
Original(with original stamp)



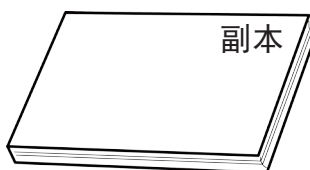
X9

副本
Copy



X1

正本（内附盖章及签名原件）
Original(with original stamp)



X9

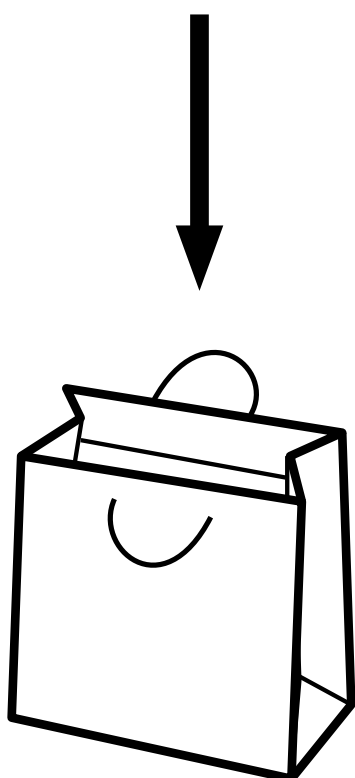
副本
Copy

资格预审文件

Prequalification Document

概念提案文件

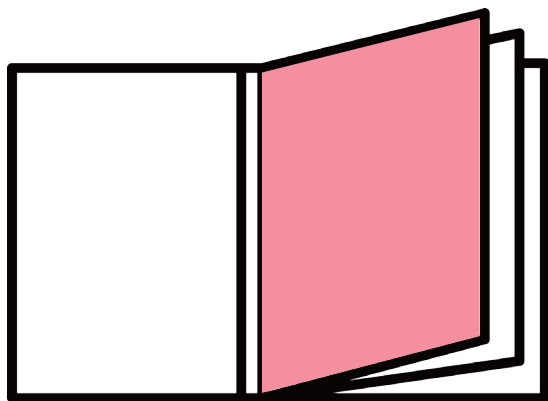
Design Document



将所有资格预审文件及设计文件放入自行准备的袋子中，袋子外侧标明单位名称，无需密封包装

Put all the documents into the self-prepared bag. Mark the name of the company at the outside of the bag. There is no need for sealed packing.

资格预审文件



扉页需包含内容

Title page should contains

参赛声明及授权

Statement and authorization

联系人信息

Contact information

公司公章

Official seal

参赛声明 Statement:

我谨代表前述申请参加本次国际竞赛的设计机构声明：所填一切内容属实，并同时在此授权本次国际竞赛组织机构在其认为适当的时间和场合公开、使用有关信息。

On behalf of the aforesaid design firm registering for participation in this Open Call, I hereby certify that all contents filled herein are true and authentic and I authorize the Organizer to disclose and use the relevant information at a time and place considered appropriate in its opinion.

公司名称 Company Name:
项目联系人 Contact Name:
电话 Tel:
邮箱 E-mail:
职位 Position:



公司法人签名
Sign by the corporate juridical person

只需在正本的扉页处加盖公章，用以证明设计机构及文件的真实性，无需在正本的其他页面或副本上盖章。

The official seal is needed on the title page of the original document to prove the authenticity of the company and documents. No need to stamp at other pages or copies document.

项目联系人负责日常项目资料及情况对接，需清楚项目进展、设计团队及设计方案的情况。

Project contact person is responsible for all project related communication and needs to be clear about the project progress, the design team and the design proposal.

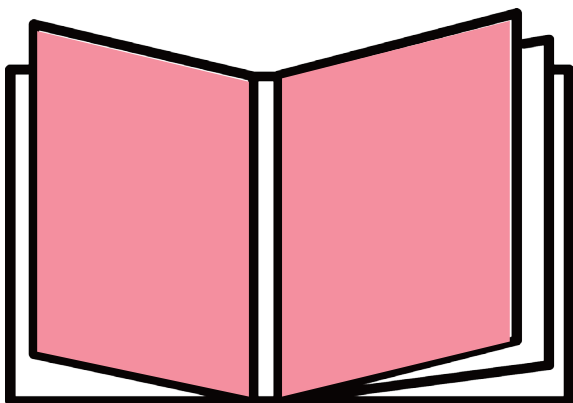
参赛声明由公司法人签名，正本需为签名原件，副本可彩印正本此页。

The statement must be signed by the corporate juridical person. The original must be the original signature.

参赛声明 Statement:

我谨代表前述申请参加本次国际竞赛的设计机构声明：所填一切内容属实，并同时在此授权本次国际竞赛组织机构在其认为适当的时间和场合公开、使用有关信息。

On behalf of the aforesaid design firm registering for participation in this Open Call, I hereby certify that all contents filled herein are true and authentic and I authorize the Organizer to disclose and use the relevant information at a time and place considered appropriate in its opinion.



联合体合作声明（若有） Statement of Design Consortium (if any)

公司公章

Official Seal

法定代表人或授权代表签字

Signature of Legal Representative or
Authorized Representative

联合体合作声明 Statement of Design Consortium

_____（所有成员单位名称）自愿组成联合体共同参加“新桥智创城”（暂定名）即新桥东片区重点城市更新单元城市设计国际咨询，_____（某成员单位名称）为国际咨询的联合体牵头单位，联合体全部成员在此承诺：

We, as a design consortium, hereby make the statement that _____(the names of all members) voluntarily form a consortium to jointly participate in the Design Competition for Xin Qiao Smart and Innovation City(tentative name): Key Urban Renewal Units in East Xinqiao Area (hereinafter referred to as the "Design Competition"). _____(The name of a member) serves as the Representative of the design consortium for the Design Competition.

1. 国际咨询工作由联合体牵头单位负责；联合体牵头单位合法代表联合体各成员提交并签署设计成果文件；联合体牵头单位在国际咨询中的所有承诺均代表了联合体各成员。

1. The leading party will direct the works under the Design Competition, legally submit and sign the design submissions on behalf of the members. All undertakings made by the leading party for the Design Competition shall represent the same of the members.

2. 联合体获胜后，由联合体牵头单位与由国际咨询的承办方签订合同书，切实执行一切合同文件，签署的合同协议书对联合体每一成员均具同等法律约束力。
2. Should the consortium be selected winner of the Design Competition, the leading party will sign a contract with the Co-Organizer, and implement all contractual documents accordingly. The contractual agreement thus signed shall be legally binding upon each member of the design consortium.

3. 联合体获胜后，联合体牵头单位合法代表联合体各成员提交和接收相关的资料、信息及指示，并处理与之有关的一切事务。

3. Should the consortium be selected as the winner, the leading party shall legally submit and receive the relevant data, information and instructions and handle all relevant matters on behalf of the members of the design consortium.

4. 联合体各成员在本国际咨询所占有的权益份额、承担的工作内容、工作分工及担负的责任由联合体内部自行决定。联合体全体成员对本次国际咨询主办方及承办方负有单独和连带的责任。

4. Each member's equity percentage, proposed work contents, work division and responsibilities at the Design Competition shall be decided by the design consortium. All members of the design consortium are severally and jointly liable to the Organizer and Co-organizer of the Design Competition.

5. 联合体成员在本项目合作中密切配合、尽职尽责，双方优质高效地完成各自负责的工作内容。

5. All members of the design consortium shall work closely with each other with due diligence and care and efficiently complete their respective work contents.

联合体牵头单位：（盖章）

Leading party of the design consortium: (stamp)

法定代表人或授权代表：（签字）

Legal representative or authorized representative: (signature)

联合体成员单位：（盖章）

Members of the design consortium: (stamp)

法定代表人或授权代表：（签字）

Legal representative or authorized representative: (signature)

（可增加）

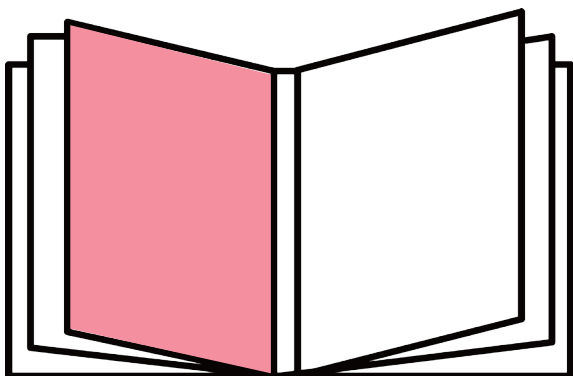
(Add more members as may be necessary)

如果由授权代表签字需提供授权书

A power of attorney is required if it is signed by an authorized representative.

联合体合作声明需加盖公章及签字，不允许更改及调整里面的条款。

The Statement of Design Consortium only needs to be stamped and signed, and no modification or adjustment is allowed.



公司营业执照 用以证明设计机构及 文件的真实性

Business license
To prove the authenticity of the company
and documents



营 业 执 照

(副 本)副本编号: 1 - 1

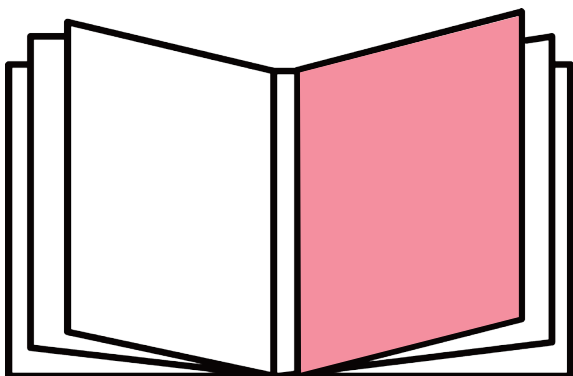
统一社会信用代码

名 称	<input type="text"/>
类 型	有限责任公司
住 所	<input type="text"/>
法定代表人	<input type="text"/>
注册 资本	<input type="text"/>
成 立 日期	<input type="text"/>
营 业 期 限	<input type="text"/>
经 营 范 围	<input type="text"/>



登 记 机 关 

2016 年 6 月 21 日



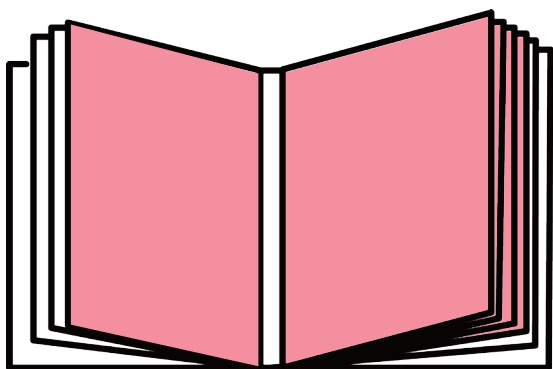
主创设计人员总表

Team Composition

主创设计人员总表 Team Composition		
姓名 Name	职位 Title in the project	专业 Profession
周田田	首席设计师	建筑设计 城市规划
吴日日	城市规划专业负责人	城市规划
Peter Bunny	建筑设计主要设计人员	建筑设计
Tom Kitten	景观设计主要设计人员	景观设计
Puddle Duck	城市规划主要设计人员	城市规划

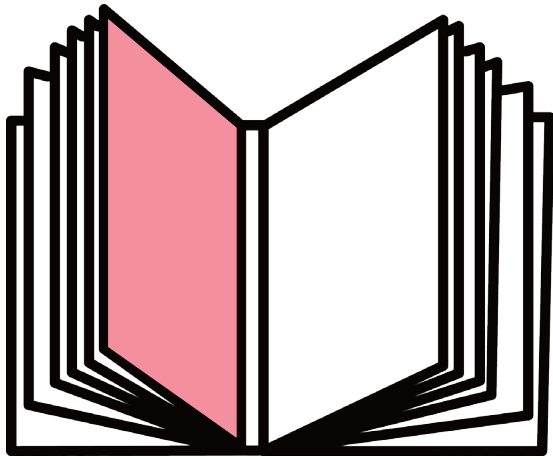
将主创设计人员、各专业负责人资料汇总于一张表上，放置与各成员详细简历之前，方便评审专家查阅。

Place the main designers and leader of each profession on one chart for the convenience of reviewer.



主创设计人员简历 页数可根据实际需求调整

Resume of team members
Pages can be adjusted according to actual needs



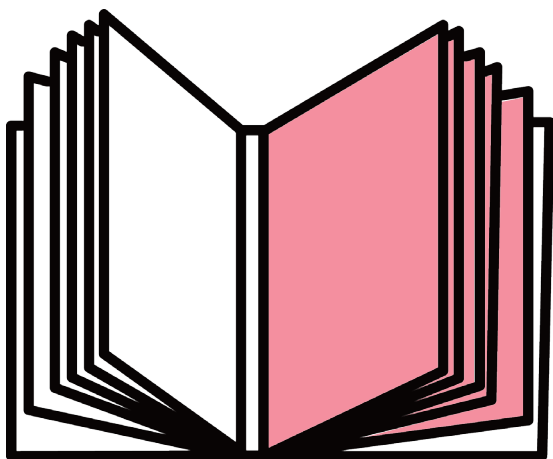
相关项目经验总表

List of Relevant projects experiences

相关项目经验总表 Relevant Project Experience Table		
项目名称 Project Name	项目地点 Project Location	项目面积 Size
中康 8 号城市规划	深圳	4600 m²
SCD 海绵城市屋顶花园项目	深圳	50000 m²
Urban Planning of The Burrows	Zootopia	270000 m²

将相关项目经验汇总于一张表上，放置于项目详细简历之前，方便评审专家查阅。

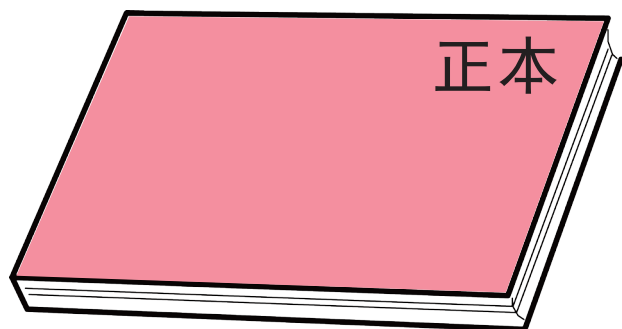
Place the relevant project experience on one chart for the convenience of reviewer.



相关项目经验 页数可根据实际需求调整

Relevant project experience
Pages can be adjusted according to actual
needs

概念提案文件



正本扉页需包含内容

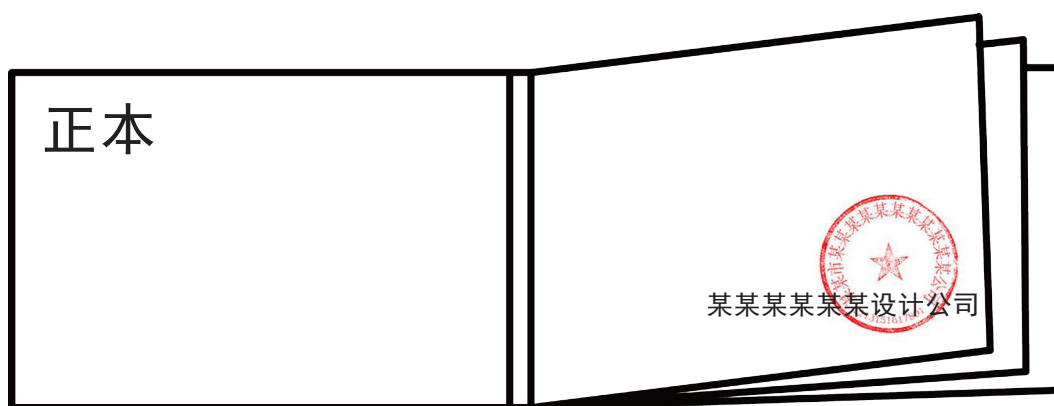
Title page should contains

单位名称

company name

公司公章

Official seal



只需在正本的扉页处加盖公章，用以证明设计机构及文件的真实性，无需在正本的其他页面或副本上盖章。

The official seal is needed on the title page of the original document to prove the authenticity of the company and documents. No need to stamp at other pages or copies document.

所有提交文件中，需要包含

Among all document, should include

3 个公章原件

2 original seal

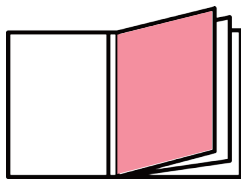
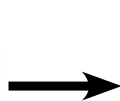
2 个签名原件

1 original sign

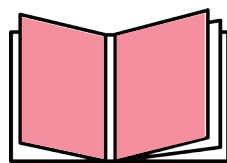
YES 正本



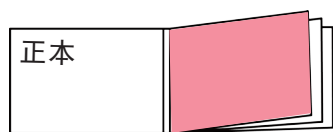
公章原件



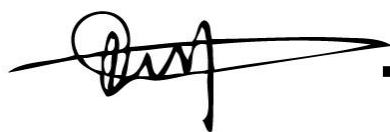
资质文件正本扉页



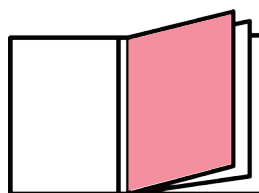
联合体协议（如有）



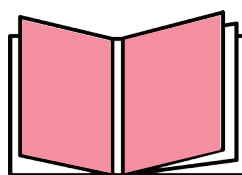
概念提案正本扉页



签名原件



资质文件正本扉页



联合体协议（如有）

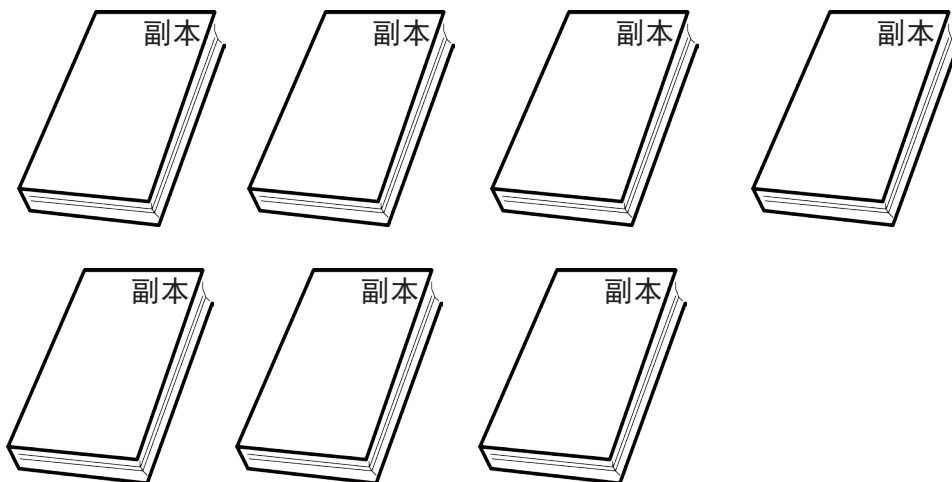
NO 电子



通过邮件提交的电子文件无需包含
公章及签名

The electronic document does NOT need to
include original seal and sign

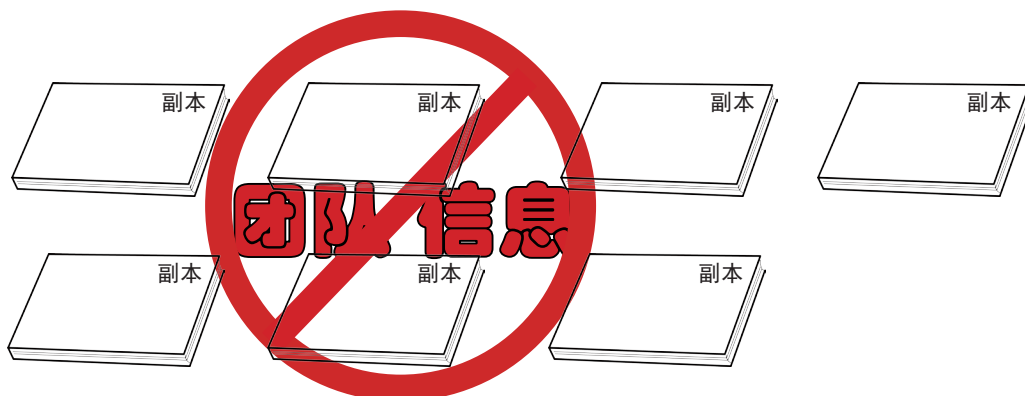
YES 资质文件副本



资格预审文件副本可彩印正本，无需公章及签名原件

The copies can be the scan version of the original, do NOT need to include original seal and sign

NO 概念提案副本



本次竞赛采取暗标模式，概念提案文件副本上不能出现任何团队信息

No company information can be showed on the copies of the concept design document.

电子文件提交截止时间
Electronic document submission deadline

2019-07-08 17:00

提交地址: scd-competition@szdesigncenter.org

文件命名方式: 项目名称 + 公司名称

纸质文件提交截止时间

Paper documents submission deadline

2019-07-12 17:00

提交地址: 深圳市福田区上梅林中康路8号雕塑院A座
一楼侧边玻璃门房间

联系人: 李小姐 0755-83995241

