**附件1 报名表 –****OPPO国际总部大厦项目建筑设计公开招标**

**Annex 1 Application Form of the Tender for the Architectural Design of** **OPPO International Headquarters Building**

**A、投标单位基本情况 Basis Information of the Participants**

|  |  |  |
| --- | --- | --- |
| **1** | 公司注册名称 Company name |  |
| **2** | 公司详细资料 Company details | |
| 国家或地区 Country & city |  |
| 法定代表人 Legal representative |  |
| 常驻地址 Address |  |
| 电话 Tel |  |
| 传真 Fax |  |
| 网址 Website |  |
| 电子邮箱 Email |  |
| 公司成立日期 Founding Date |  |
| 设计资格的种类/级别  Design qualification / level |  |
| **3** | 本项目联系人 Contact for the project | |
| 姓名 Name |  |
| 头衔和职务 Title & Position |  |
| 电话 Tel |  |
| 传真 Fax |  |
| 电子邮箱 Email |  |
| 通信地址及邮政编码Address & postcode |  |

**B、签字盖章 Stamp**

|  |  |
| --- | --- |
| 我谨代表前述申请参加本次投标的设计公司（设计联合体）声明：本表各页，加盖公章为记，所填一切内容属实，并同时在此授权本次招标组织者在其认为适当的时间和场合公开、使用有关信息。  On behalf of the company to participate in the design tender, I make this statement: every page of the table, with official seal for the note, all the contents filled is true, and at the same time authorized the tender organizer to publicize relevant information in appropriate time and occasion. | |
| 填表人姓名 Name  ＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿  公司法人代表 Legal Representative  ＿＿＿＿＿＿＿＿＿＿＿＿＿＿  日期 Date  ＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿ |  |

**附件2 设计联合体协议书（如需）**

**Annex 2 Joint Design Agreement**

**设计联合体协议书**

**Joint Design Agreement**

1. 本设计联合体声明：自愿参加OPPO国际总部大厦项目建筑设计公开招标（下称本项目）。现就有关事宜订立协议，协议（包括但不限于）如下内容：

The joint design group announcement: We voluntarily enter for the Tender for the Architectural Design of OPPO International Headquarters Building . And regarding this issue, we make an agreement here that will cover the following terms:

1.1设计联合体授权设计联合体代表人对设计联合体各成员的资质等级、业务能力、工作业绩等资料进行统一汇总后由设计代表人一并提交招标单位，设计联合体代表人所提交的资质等级、业务能力、工作业绩等资料代表了设计联合体各成员的真实情况。

The lead member should gather and process all the documents of the joint members such as the company qualification, ability performance proofs and other data, and submit to the clients together. The submittals of the lead member represent the actual circumstances of the joint members.

1.2投标工作由设计联合体代表人负责；设计联合体代表人合法代表设计联合体各成员提交并签署投标成果文件；设计联合体代表人在投标中的所有承诺均代表了设计联合体各成员。

The lead member of the joint group will be responsible for the bidding work. And the legal representatives of each member will be responsible for the signature and submission of the tender. And all the commitment of the lead member is on behalf of the joint design group.

1.3设计联合体获胜后，设计联合体成员共同与招标单位签定合同书，切实执行一切合同文件，签署的合同协议书对设计联合体每一成员均具法律约束力。

After winning the tender, the members should jointly sign the contract with the clients and carry out all the contract terms. This agreement signed by each member is legally binding.

1.4设计联合体获胜后，设计联合体代表人合法代表设计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。

After winning the tender, the lead member of joint design group should submit and receive all related data, information and instructions and handle all the affairs related on behalf of the joint group.

1.5设计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。

The members should closely cooperate and fully take each one's responsibility for the quality and efficiency of the project.

2. 本协议书自签署之日起生效，本协议书一式\*份，送交招标单位一份，设计联合体成员各一份。

This agreement will take effect on signing. It will be \*copies, one for the client, one for each group member.

3. 附加条款（若有）

Additional terms (if there is)

4. 设计联合体成员单位一览表 Member List

|  |  |  |
| --- | --- | --- |
| 设计联合体成员单位名称  Name of the joint group |  |  |
| 资质情况  Qualifications |  |  |
| 在设计联合体中的权益份额(%)  Share holdings in the joint group |  |  |
| 在设计联合体中拟承担的工作内容和工作量  Work division of the group |  |  |
| 拟配备主要人员的名单  Name list of the main participants |  |  |

注：可根据联合体成员数量进行调整。

Notes: number of the joint group members can be adjusted.

设计联合体代表人单位：（盖章）

Lead member of the joint group (stamp here):

法定代表人或授权代表：（签字）

Legal representative or authorized representative (sign here):

设计联合体成员单位：（盖章）

Member of the joint group (stamp here):

法定代表人或授权代表：（签字）

Legal representative or authorized representative (sign here):

（可增加 Add more if needed）

（说明：设计联合体协议中应约定各成员在投标阶段所占有的权益份额、拟承担的工作内容、工作分工及担负的责任。设计联合体协议中应明确中标后的设计合同须由设计联合体各成员单位加盖公章，并由各成员单位的法定代表人或合法授权代表签字。设计联合体全体成员对招标单位承担连带的责任。）

(Notes: All these items such as the share holdings of each party, the division of work, responsibility should be appointed in the agreement. The agreement should also specify that the design contract must be together signed by all the group members if winning the tender. All members of the joint design group have individual and joint liability for the clients)

**附件3 公司业绩列表及主创人员情况说明 （参考样式）**

**Annex 3 List of Company Achievements and Description of Main Designers (for reference only)**

**1、公司同类型项目设计经验 Similar Experience**

|  |
| --- |
| 填写要求Requirements ：   1. 简述项目名称、地点、所承担的设计内容及项目规模。   Brief of the project name, place, responsible design and project size.   1. 项目完成情况和获奖情况。   Completion and award of the project.   1. 招标单位情况和招标单位联系方式（通讯地址、电话、传真和电子邮件）。   Clients' contacts   1. 主要参加人（设计师）的姓名、职务、作用及责任分工。   Major designers' name, position and role. |
| 项目1 Project 1 |
|  |
| 项目2 Project 2 |
|  |
| 项目3 Project 3 |
|  |
| 项目4 Project 4 |
|  |
| 项目5 Project 5 |
|  |

**2、本项目中拟出任的主要设计人员 Major designers**

|  |  |
| --- | --- |
| 姓名 Name |  |
| 学历、学位及专业特长 Education , degree and majors |  |
|  |  |
| 详细任职历史（自现职开始）  Work experience |  |
|  |  |
| 获得国内或国际奖项 Awards |  |
|  |  |
| 设计经验 Design experience |  |
| 项目名称 Project Name |  |
| 项目规模、特点及性质 Project size and features |  |
| 项目名称 Project Name |  |
| 项目规模、特点及性质 Project size and features |  |
| 项目名称 Project Name |  |
| 项目规模、特点及性质 Project size and features |  |
| 拟在本项目中承担的职责及任务Responsible work in the project |  |

**附件4: 法定代表人资格证明书（参考备用）**

**Annex4 Certificate of Qualifications of Legal Representative (For Reference)**

单位名称：

Company name

地址：

Address

姓名：性别：年龄：职务：

Name: Sex: Age: Title:

系的法定代表人。为维护的项目，签署OPPO国际总部大厦项目建筑设计公开招标的投标文件、进行合同投标、签署合同和处理与之有关的一切事务。

特此证明！

\_\_\_\_\_\_\_\_ is the legal representative of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. For the project maintained, the representative takes charge of signing the tender documents for the Tender for the Architectural Design of OPPO International Headquarters Building , bidding for the contract, signing contracts and handling all relevant matters.

投标单位（盖章）：

Bidder (seal)

日期：年月日

Date:

说明：1. 本证明书要求投标单位提供加盖公章后的原件方为有效。

2. 须提供法定代表人的身份证复印件（附后）。

Notes: 1. Only the original bearing public seal of the certificate submitted by the bidder is valid.

2. Hard copy of legal representative's identity card shall be provided (later attached).

**附件5 法定代表人授权书**

**Annex 5 Power of Attorney of the Legal Representative**

致 ：

To:

（投标单位全称）法定代表人（姓名、职务）授权（被授权代表姓名、职务）为本公司合法代理人，参加贵司组织的 (项目名称) 项目的招标活动，代表本公司处理投标活动中的一切事宜。包括但不限于：投标、谈判、签约等。投标单位代表在投标过程中所签署的一切文件和处理与之有关的一切事务，本公司均予以认可并对此承担责任。投标单位代表无转委权。特此授权。

The legal representative (name and title) of (full name of the bidder) hereby authorizes (the name and title of the authorized representative) as the Company's lawful agent to participate in the bidding activity for the project (project name) organized by you respected company, and to handle all matters in the bidding activity on behalf of our company, including but not limited to bidding, negotiation, contract signing, etc. Our company will acknowledge all documents signed and all relevant matters handled by the bidder's representative during the bidding process, and will undertake responsibilities for all these. The bidder's representative does not have the right of sub-entrustment.

本授权书于\_\_年\_\_月\_\_日签字生效,特此声明。

It is specially stated here that the power of attorney was signed and took effect on\_\_\_\_\_(date).

被授权人：职务：

Authorized representative: Title:

联系电话：手机：

Telephone: Mobile Phone:

身份证号码：

ID No.:

投标单位（盖章）：

Bidding company (seal):

法定代表人（签名）：

Legal representative (signature):

被授权人（签名）：

Authorized representative (signature):

说明：1.本授权委托书要求投标单位提供有代理人签字、法定代表人的签字（或盖私章）和加盖公章后的原件方为有效；

1. 提供代理人的身份证复印件（附后）。

Notes: 1. The power of attorney shall be submitted in the form of original bearing the signature (or personal seal) of agent and legal representative and the public seal of the company;

2. The hard copy of the agent's identity card shall be provided (later attached).

**附件6 商务报价表（与竞标设计成果一并提交）**

**Annex 6 Quotation Form**

**OPPO国际总部大厦项目建筑设计公开招标**

**设计服务费投标报价表**

**Quotation for the Architectural Design of**

**of** **OPPO International Headquarters Building**

|  |  |
| --- | --- |
| **项目名称Project Name** | OPPO国际总部大厦项目建筑设计公开招标  the Architectural Design of OPPO International Headquarters Building |
| **报价依据**  **Quotation Basis** | 按照招标内容要求进行报价 Quote as per contents of tendering |
| **报价金额**  （含增值税）  （元人民币）  **Quotation fee**  **RMB**  **(include tax)** |  |
| 备注  Notes |  |

备注Note：

所有报价均含税并以人民币为单位。

All the fee includes tax and use the currency unit of RMB.

请严格按本表的形式报价，否则视为无效。

Please strictly follow the quotation form.

|  |  |  |  |
| --- | --- | --- | --- |
| 序号  NO. | 项目内容  Quotation Items | 总价（元）  Fee(RMB) | 备注  Notes |
| 1 |  |  |  |
| 2 |  |  |  |
| …… |  |  |  |
| 投标总价（元） In total (RMB) | |  |  |

注：1.所有价格应按"招标文件"中规定的货币单位

Note: Use the currency unit required in the Tender Document.

**投标单位（盖章）Official stamp：**

**法定代表人或授权代理人（签字）Official signature ：**

**附件7 仿真文件格式要求**

**Annex 7 Format Requirements of Simulation Files**

**要求各投标单位提供仿真相关技术资料：**

**Relevant simulation technology materials required to provide by each bidder**

一、要求各投标单位提供2009版或2010版3dmax模型原始文件和相贴图材质、同时提供每栋建筑的四个立面效果图格式为JPG，像素在5000左右、每个方案的总平面格式为JPG，像素在5000左右。

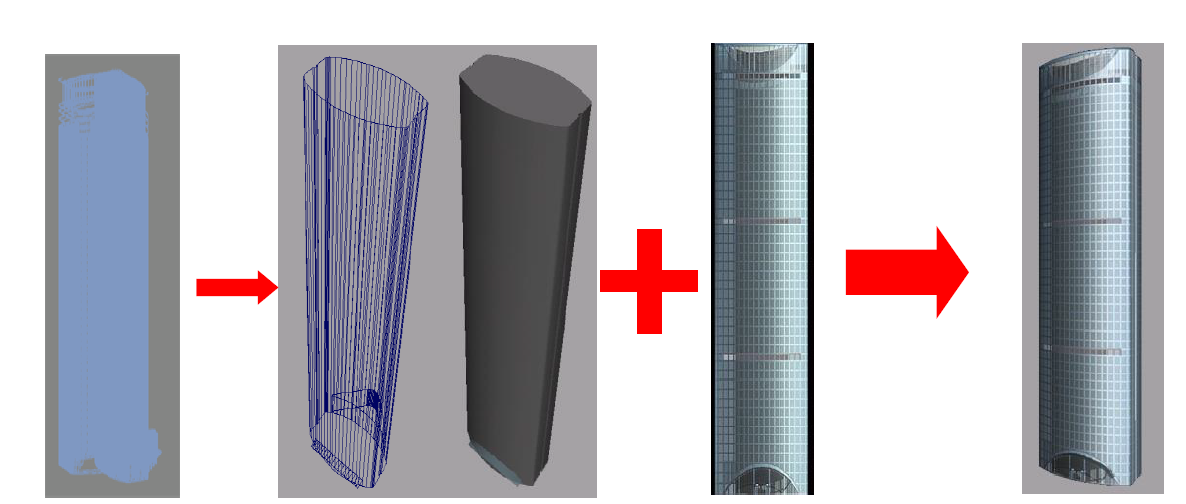
Each bidder shall provide original documents of 3DMAX model (2009 or 2010 version) and the materials of relevant textures, and meanwhile, provide the rendering drawings in the format of JPG of four elevations of every building, with pixel of around 5000. The general plan of each scheme is JPG, with pixel of around 5000.

二、提供简化模型，包括各建筑立面纹理和总平面图的简化模型,简化模型不能共面，建筑总面数在100到10000面之间。

Provide simplified models, including the simplified models of elevation texture and general plan of each building. No co-plane is allowed for simplified models, and total building planes shall be of from 100 to 10000.

附：模型简化示意图：

Attachment: Schematic diagram of model



原复杂模型简化的模型立面纹理需提供的用于（几十万个面）（几十个面）（原来模型渲染生成）仿真制做的模型

The elevation texture of the models simplified from original complicated models shall provide for the simulated models (of hundreds of thousands of planes) (tens of planes) (generated from the rendering of original models).