

深圳市深汕特别合作区滨海地区城市设计国际咨询

International Consultation on Urban Design for the Coastal Area of
Shenshan Special Cooperation Zone of Shenzhen Municipality

工作规则

Working Rules

主办单位：深圳市规划和自然资源局

深圳市深汕特别合作区管理委员会

Organizer: Planning and Natural Resources Bureau of Shenzhen Municipality
Shenshan Special Cooperation Zone Management Commission of
Shenzhen Municipality

承办单位：深圳市规划和自然资源局深汕管理局

Undertaker: Shenshan Administration, Planning and Natural Resources
Bureau of Shenzhen Municipality

服务单位：中国城市规划设计研究院

Service Provider: China Academy of Urban Planning and Design

2019年8月

August, 2019

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1 项目名称 Project Name

《深圳市深汕特别合作区滨海地区城市设计国际咨询》

International Consultation on Urban Design for the Coastal Area of Shenshan Special Cooperation Zone of Shenzhen Municipality

2 咨询范围 Consultation Scope

本次咨询工作范围主要包括三个层次。

There are mainly three levels included in this consultation.

研究范围：包含深汕合作区的全部滨海岸线地区，北至规划的深汕高速，南至小漠乌山沿岸，西至小漠大岭顶，东至百安半岛，总面积约为 103.2 平方公里。开展深汕合作区滨海地区的发展策略研究与总体城市设计的前期分析。

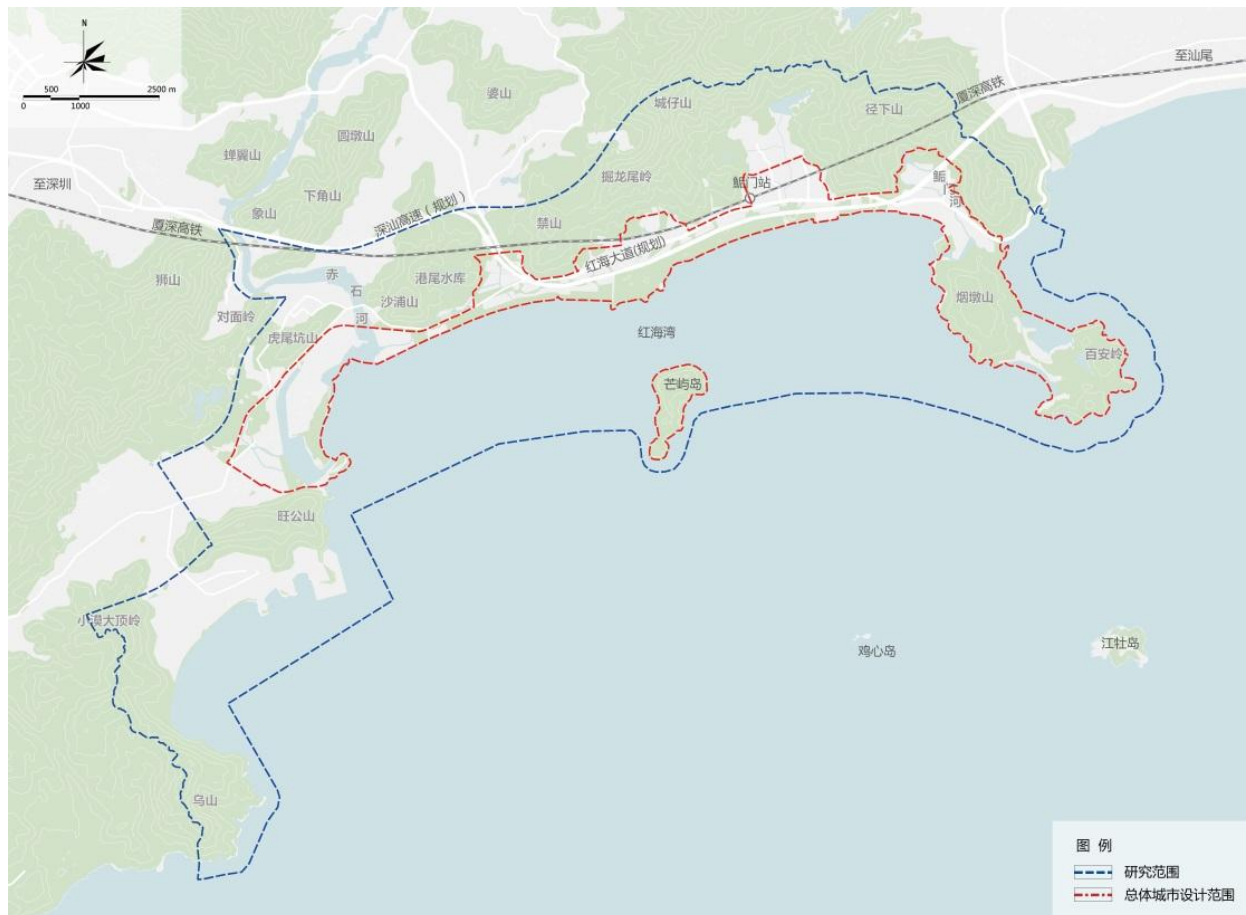
Research scope: including all the coastal area in Shenshan Cooperation Zone, which extends to the planned Shenzhen-Shantou Expressway in the north, the offshore of Wu Mountain of Xiaomo in the South, Dalingding of Xiaomo in the west and Baian Peninsula in the east, covering a total area of 103.2 square kilometers. Conduct research on development strategy and prophase analysis on overall urban design for the Coastal Area in Shenshan Cooperation Zone.

总体城市设计范围：主要包括小漠港至百安半岛的滨海陆域地区及芒屿岛，其中陆域范围北至规划的红海大道沿线，南达海岸线，西至小漠水库，东至百安半岛，总面积约为 19.27 平方公里。开展整体概念性城市设计。

Overall urban design scope: mainly including the land area along the sea from Xiaomo Port to Baian Peninsula and Mangyu Island, in which the land area extends to the area along the planned Honghai Boulevard in the north, the coastline in the south, Xiaomo Reservoir in the west and Baian Peninsula in the east, covering a total area of 19.27 square kilometers. Conduct overall conceptual urban design.

重点片区城市设计范围：在总体城市设计范围内选取 2-3 个重点片区，总面积不低于 3 平方公里，编制详细城市设计及导则。

Key node detailed urban design scope: selecting 2-3 key sections within the overall urban design scope, whose total area shall not be less than 3 square kilometers, to draft detailed urban design and guidelines.



设计范围示意图

Design Scope

3 组织机构 Organizers

主办单位：深圳市规划和自然资源局

深圳市深汕特别合作区管理委员会

承办单位：深圳市规划和自然资源局深汕管理局

服务单位：中国城市规划设计研究院

Organizer: Planning and Natural Resources Bureau of Shenzhen Municipality

Shenshan Special Cooperation Zone Management Commission of Shenzhen
Municipality

Undertaker: Shenshan Administration, Planning and Natural Resources Bureau of
Shenzhen Municipality

Service Provider: China Academy of Urban Planning and Design

4 设计依据 Design Basis

4.1 《深圳市深汕特别合作区滨海地区城市设计国际咨询任务书（正式版）》（以下简称“任务书”）；

Design Brief of the International Consultation on Urban Design for the Coastal Area of Shenshan Special Cooperation Zone of Shenzhen Municipality (Official Version) (hereinafter referred to as 'Design Brief');

4.2 主办单位提供的有关规划与基础材料；

Relevant plans and basic materials provided by the Organizer;

4.3 中华人民共和国、广东省和深圳市现行的有关法律法规、规章和规范性文件的规定。

Provisions of current related laws, regulations and normative documents of PRC, Guangdong province and Shenzhen City.

5 基本规则 Basic Rules

为突出本次国际咨询的开放性、科学性和务实性，采用公开咨询的方式，分为“资格预审及概念提案阶段”、“国际咨询”两个阶段进行，计划于 2019 年 12 月完成。同时，国际咨询活动期间组织开展全过程公众参与活动，所征集意见作为国际咨询方案设计及后续方案深化的重要参考。

In order to highlight the open, scientific and practical nature of this project, open consultation will be applied for its organization with two stages, namely, 'Stage of Prequalification & Concept Proposal, and Stage of International Consultation', which are scheduled to be completed by December, 2019. Meanwhile, whole-process public engagement activity will be carry out during the International Consultation. The opinions collected will be used as important reference for the design as well as for the follow-up integration and deepening.

第一阶段：资格预审及概念提案阶段（2019 年 8-9 月）

Stage 1: Prequalification & Concept Proposal (August-September, 2019)

发布国际咨询公告、工作规则和技术任务书，在全球范围内公开征集设计机构或设计联合体（以下简称“咨询机构”）参与，组织资格预审委员会对各咨询机构提交的报名资料（含商务文件和概念提案）进行评审，从中择优选取 6 家咨询机构发送编制国际咨询正式设计成果邀请函。受邀咨询机构须在一周内向服务单位发送《参与确认函》。

Release the announcement, working rules and design brief of this International Consultation, globally welcome design firms or design consortium (hereinafter referred to as 'consulting firms') to participate, set up the jury panel of prequalification to review the registration documents submitted (including commercial documents and concept proposal), and select six consulting firms to issue *the Invitation to Formulate the Design Scheme*. The

invited consulting firms shall send *the Confirmation of Participation* to the Service Provider within a week.

第二阶段：国际咨询（2019 年 9-12 月）

Stage 2: International Consultation (September-December, 2019)

邀请 6 家受邀咨询机构参加现场踏勘和答疑会。

Invite the six consulting firms to attend the site visit and clarification meeting.

现场踏勘和答疑会之后，受邀咨询机构开展国际咨询正式设计工作。

After the site visit and clarification meeting, the invited consulting firms shall carry out design for this International Consultation.

受邀咨询机构按要求提交正式设计成果后，邀请业内知名专家组成评审委员会对受邀咨询机构提交的正式设计成果进行评审，评选出前三名。

After the invited consulting firms submit their deliverables as required, invite well-known experts in the design area to constitute the jury panel, who will review the submittals and select the top three.

6 资质要求及报名方式 Eligibility & Registration

6.1 国内外正式注册的设计机构均可单独或联合报名参加本次国际咨询。不接受个人或组合报名。

The International Consultation will be open for registration by design firms or consortiums at home or abroad. Personal registration is not accepted.

6.2 法定代表人为同一个人的两个及两个以上法人，母公司、全资子公司及其控股公司，不得分开报名参赛。

Two or more legal entities with the same legal representative, parent company, sole subsidiary and its holding company are not allowed to participate in the International Consultation separately.

6.3 参与本次咨询活动的规划设计人员应为该设计机构的在职人员，首席规划设计师须由主持过多个同类型规划设计项目的负责人担任，且必须直接参与本次国际咨询全过程。为确保本次国际咨询背景和相关要求的准确理解，项目人员中应至少有一名通晓汉语的人士。

Designers involved in the International Consultation should be the current staff of the registered design firm. The chief designer must have experience of directing a number of similar planning and design projects, and must directly participate in the whole process of the International Consultation. The project team should include at least one member who is proficient in the Chinese language to ensure the accurate understanding of the project background and relevant requirements of the International Consultation.

6.4 近 5 年内具有以下同类项目经验的咨询机构优先考虑：

Priority will be given to consulting firms with following similar project experience in last 5 years:

(1) 具有国际滨水或滨海城市规划设计经历；

International planning and design experience on waterfront or coastal cities;

(2) 具有城市重点地段综合设计研究能力与实践经验；

Comprehensive research capability and practical design experience of prominent urban areas;

(3) 具有丰富的公共景观及环境营造经验；

Profound experiences in creating public landscape and environment;

(4) 具有城市整体空间设计控制能力。

Design and control capability on the overall urban space.

6.5 报名方式 Registration

报名的机构应于北京时间 2019 年 9 月 10 日 15:00 前，以电子邮件形式向服务单位发送电子版商务文件（提交签字并加盖公章的报名表扫描件和 word 版）和设计联合体协议书（如有，提交签字并加盖公章的扫描件），完成网上报名。此外，报名的机构须于北京时间 2019 年 9 月 12 日 10:00 前，将完整的报名材料（含商务文件和概念提案）送至服务单位，并在信封上标注“深圳市深汕特别合作区滨海地区城市设计国际咨询报名材料”，内容应包含纸质商务文件、纸质概念提案及商务文件和概念提案的电子文件。具体要求如下：

The applicants shall send the electronic version of commercial documents (scanned copy of signed and sealed application form as well as its document in Word format) and consortium agreement (if having, scanned copy with signature and company seal) to the Service Provider before 15:00, September 10, 2019 (Beijing Time) for online registration. Moreover, the applicants shall deliver the complete registration documents (including commercial documents and concept proposal) to the Service Provider before 10:00, September 12, 2019, whose cover shall be marked as 'Registration Documents for the International Consultation on Urban Design for the Coastal Area of Shenshan Special Cooperation Zone of Shenzhen Municipality' and whose contents include the hardcopies of commercial documents, hardcopies of concept proposal and the electronic version of concept proposal. Specific requirements are as follows:

（1）商务文件 Commercial Documents

商务文件需提交 10 份，其中正本 1 份【封面须注明项目名称和设计机构名称，加盖单位公章（联合体加盖联合体牵头单位公章）并由法定代表人或其授权代表签字，并在封面标注“正本”】，副本 9 份（可不签章，需在封面标注“副本”）。含以下内容（目录之后按以下排序装订）：

Commercial Documents shall be ten copies, with one signed and sealed original copy, (whose cover shall be marked with names of the project and design firm as well as 'Original',

and stamped with company seal and signed by the legal person or authorized person), and nine duplicate copies with cover marked with “Duplicate Copy” (seal and signature not required). It shall include following content (bound in the following sequence after the Contents):

A. 联合体协议书 (如有, 详见附件 1, 原件加盖公章, **不接受电子章**);

Consortium Agreement (if having; see Appendix 1 for details; original, affixed with company seal; electronic seal not accepted);

B. 报名表 (详见附件 2, 原件加盖公章);

Application Form (original, affixed with company seal; see Appendix 2 for details);

C. 法定代表人证明书 (原件加盖公章) 及法定代表人有效身份证 (护照, 复印件加盖公章);

Certification of legal representative (original) and his/her ID (passport; duplicate, affixed with company seal);

D. 法定代表人授权委托书 (原件加盖公章) 及受委托人有效身份证 (护照, 复印件加盖公章);

Power of attorney from legal representative (original) and his/her ID (passport; duplicate, affixed with company seal);

E. 设计机构工商注册文件 (有效的营业执照或商业登记证明, 复印件加盖公章, **非中文的需提供翻译件**);

Commercial registration certificate of design firm (valid business license or business registration certificate; duplicate, affixed with company seal; **Chinese translation provided for non-Chinese ones**);

F. 设计机构资质证明文件 (复印件加盖公章);

Qualification certificates (duplicate, affixed with company seal);

G. 设计机构简介 (每家成员单位 2000 字以内);

Company profile (no more than 2,000 words for each party);

H. 设计团队成员总表 (详见附件 3, 原件加盖公章);

Name list of design personnel (see Appendix 3 for details; original, with company seal);

- I. 首席设计师简历、相关证书和项目经验简介（每个项目经验 2 页 A4 纸单面以内，注明项目规模和设计时间，竞赛类项目经验需标明获得的名次，总数不超过 10 个）、获奖一览表（详见附件 4）及相应证明文件（如有）；

CV, certificates, similar project experience (no more than 10 projects, each within two single-sided A4 pages, and marked with project scale and design duration, ranking won in the competition) and list of awards (see Appendix 4 for details; identification required if possible) of the chief designer;

- J. 设计团队其他主要成员简历及相关证书；

CVs and certificates of other members of design personnel;

- K. 设计团队其他核心成员（3 人以内）的项目经验简介（需为 2000 年 1 月 1 日以后签订合同的项目经验，每个项目经验 2 页 A4 纸单面以内<不含证明页>，竞赛类项目经验需标明获得的名次，总共不超过 10 个项目）；

Brief introduction of similar projects done by the other core designers (no more than three persons) in the design team since January 1, 2000 (less than ten projects, each within two single-sided A4 pages with front page and signed page of the contract excluded; for competitions, ranking won shall be marked);

- L. 此外，可单独提供设计单位作品集（10 份以内）。

Portfolio (within 10 copies) of the design firm (bound independently), which is not a must.

注：报名机构如为联合体，成员单位需分别提供上述资料，按 A B A B 的顺序装订，加盖牵头单位公章或各成员分别公章并按相应要求签字。

Note: If applying as a consortium, each party shall submit all the above materials, which shall be bounded in the sequence of Party A-Party B-Party A-Party B and stamped by the leading party or respectively stamped by each party, moreover, signed as required.

(2) 概念提案 Concept Proposal

概念提案主要阐述对本项目的解读和初步思路。需提交正本 1 份（封面须注明项目名称和咨询机构名称，封面或扉页加盖牵头单位公章并由首席设计师签字，并在封面标注“正本”），副本 9 份（**不得出现任何可识别咨询机构的标识或名称**，需在封面标注“副本”）；概念提案应 A3 规格（10 张纸件以内，不含封面封底，软皮封面装订成册）。

Concept Proposal shall elaborate the project understanding and preliminary design concept. Ten copies shall be submitted with one signed and sealed original copies (whose cover shall be marked with names of the project and consulting firm as well as 'Original', and stamped with company seal and signed by the chief designer), and nine duplicate copies (whose cover shall be marked with "Duplicate Copy", while **any special markings of the consulting firm or design personnel shall not be shown**); the proposal shall be in A3-size (limited within ten pieces of paper; front and back covers excluded; simple binding; independently bound).

6.6 报名咨询及报名文件邮寄信息 Registration Inquiry & Mailing Information for Registration Documents

6.6.1 报名咨询 Registration Inquiry

张先生 电话：+86 755 8290 7866 手机：+86 13631600111

赖女士 电话：+86 755 8290 9299 手机：+86 135 3067 0439

联系邮箱：SSBH2019@QQ.COM

Mr. Zhang Tel: +86 755-8290 7866 Mob: +86 13631600111

Ms. Lai Tel: +86 755 8290 9299 Mob: +86 13530670439

Email: SSBH2019@QQ.COM

6.6.2 报名文件邮寄信息 Mailing Information for Registration Documents

收件人：胡女士（电话：+86 15542368566）

Addressee: Ms. Hu (Tel: +86 15542368566)

邮寄地址：深圳市福田区深南大道 7006 号万科富春东方大厦 26 楼中国城市规划设计研究院深圳分院（邮编：518000）

Address: China Academy of Urban Planning and Design Shenzhen, Floor 26, Vanke Fuchun Eastern Building, No. 7006, Shennan Avenue, Futian District, Shenzhen Municipality, Guangdong Province, PRC (Postcode: 518000)

注：逾期或未按本规则要求提交的报名材料无效，作废处理。

Note: Registration documents, whose receiving time is overdue or whose submission is not conformable with this Working Rules, will be treated as invalid.

7 日程安排 Schedule

阶段 Stage	时间 Time	事项 Contents	
国际咨询 International Consultation 第一阶段 Stage 1	2019 年 8 月 20 日 August 20, 2019	发布国际咨询正式公告 Release the official announcement	全过程 公众参与 Whole-process public engagement
	2019 年 9 月 10 日 15:00 前 By 15:00, September 10, 2019	电子版报名材料 (商务文件) 提交截止时间 Submission deadline of electronic registration documents (commercial documents)	
	2019 年 9 月 12 日 10:00 前 By 10:00, September 12, 2019	纸质版报名材料(商务文件和概念提案)及概念提案电子版提交截止时间 Submission deadline of hardcopies of registration documents (commercial documents and concept proposal), as well as the electronic concept proposal	
	2019 年 9 月 17 日 September 17, 2019	由资格预审委员会对报名机构提交的报名材料进行预审, 从中选出 6 家咨询机构入围 The jury panel of prequalification will review the registration documents and 6 consulting firms will be shortlisted	
国际咨询 International Consultation 第二阶段 Stage 2	2019 年 9 月 27 日 September 27, 2019	组织现场踏勘和答疑会 Site visit and clarification meeting (提供国际咨询正式任务书) (Release the official design brief)	
	2019 年 9 月 28 日-12 月 14 日 September 28 - December 14, 2019	设计周期 Design period	
	2019 年 12 月 14 日 12:00 前 By 12:00, December 14, 2019	提交方案设计成果 Submission deadline of design scheme	
	2019 年 12 月 14-15 日 December 14-15, 2019	召开方案评审会 Review meeting of design scheme	
	2019 年 12 月 16 日上午 Morning, December 16, 2019	深汕合作区滨海地区发展论坛 Development forum for the Coastal Area of Shenshan Special Cooperation Zone (入围咨询机构代表及评审专家代表参加) (Representatives of shortlisted consulting firms and jurors would attend)	
	2019 年 12 月 17 日 December 17, 2019	公布国际咨询阶段最终结果 Announcement of the final consultation result	

注：以上时间均以北京时间为准，主办单位保留调整日程安排的权利。

Note: All the time and date above are applied in Beijing Time. The Organizer reserves the right to amend the schedule.

8 成果要求 Requirements on Deliverables

8.1 设计成果必须符合中华人民共和国、广东省及深圳市有关城市规划与城市设计规章和规范性文件的规定要求，满足《深圳市深汕特别合作区滨海地区城市设计国际咨询任务书（正式版）》设计成果要求，内容表达必须完整、清晰、准确。

The deliverables shall comply with provisions of regulations and normative documents for urban planning and design of PRC, Guangdong Province and Shenzhen City, and meet the requirements on deliverables set in *the Design Brief of the International Consultation on Urban Design for the Coastal Area of Shenshan Special Cooperation Zone of Shenzhen Municipality (Official Version)*. Meanwhile, the design narratives shall be complete, clear and accurate.

8.2 设计成果正本及副本文件必须符合以下要求：其中，正本文件的封面须标明设计机构名称，由首席设计师签章、设计机构或联合体的牵头机构盖章，并单独封装；副本需标明设计机构名称，可不签章。

The original and duplicate copies of deliverables shall meet the following requirements: the cover of the original copy shall be marked with the company name on the front cover, signed by the chief designer, affixed with the chop of the design firm or the leading party of consortium, and sealed independently; the duplicate copies shall be marked with the company name while signature and company seal are not required.

8.3 所有设计成果（详见“任务书”的成果要求）必须按阶段按时一次交齐，并由服务单位签收。

All design deliverables (see the Requirements on Deliverables in the Design Brief) shall be submitted simultaneously in a timely manner at each stage. The Service Provider shall issue the receipt after receiving the documents.

8.4 所有设计成果须在各阶段规定截止时间前送至主办单位指定地点。

All the deliverables shall be delivered or posted to the address appointed by the Organizer before the submission deadline of each stage.

8.5 每家受邀咨询机构只允许提交 1 套设计成果。

Each invited consulting firm shall submit one set of deliverables only.

9 设计成果有效性 Validity of Deliverables

在规定截止时间前送达、并满足任务书要求的咨询文件为有效设计成果，有下列情形之一的之一者，视为无效设计成果：

Deliverables submitted before the appointed deadline and met the requirements specified in the Design Brief are treated as valid. It would fail in any of the following situations:

9.1 设计成果逾期送达；

Deliverables that the time of receiving is overdue;

9.2 设计成果分次提交；

Deliverables not submitted simultaneously;

9.3 设计成果提交后，更改设计成果的内容；

Content of deliverables changed after submission;

9.4 设计成果正本没有按要求签字、盖章；

Deliverables that are not signed and sealed as required;

9.5 设计成果不符合任务要求，成果内容不全；

Deliverables that are not conformable with the task, incomplete content included;

9.6 设计成果非原创、已经发表过、与其它设计方案雷同的（认定标准：经专家评审委员会半数以上（含半数）评委认定）；

Deliverables that are unoriginal, have been published or deemed as similar to other design schemes [standard: identified by more than 1/2 (1/2 included) of the jury panel];

9.7 将设计任务转包或混合其他机构设计人员完成的设计成果；

Deliverables that are outsourced or done with the participation of personnel from other firms;

9.8 设计成果深度未达到技术任务书要求的（认定标准：经专家评审委员会半数以上（含半数）评委认定）；

Deliverables that are deemed as not meeting the requirements specified in the Design Brief [standard: identified by more than 1/2 (1/2 included) of the jury panel];

9.9 无效设计成果由咨询机构在收到通知后 7 日内取回 不予支付奖金和设计补偿费，逾期未取回的无效设计成果，由组织机构作报废处理。

Invalid deliverables shall be taken back by their consulting firms within 7 days of the notice, while awards and design compensation won't be paid to them. Those overdue unclaimed invalid deliverables will be scraped by the Organizers.

10 评审方式 Evaluation

10.1 资格预审及概念提案 Prequalification & Concept Proposal

报名截止后，由专家和业主代表组成资格预审委员会对咨询机构所提交报名材料进行综合评判，择优选取 6 家发出编制正式设计成果邀请函。

After the registration deadline, the jury panel of prequalification constituted by experts and representative from the Organizers will carry out comprehensive evaluation on the

registration documents submitted by consulting firms. Six design firms will be selected to issue *the Invitation to Formulate the Design Scheme*.

10.2 国际咨询成果评审 Evaluation of Deliverables

资格预审阶段选出的 6 家咨询机构按照任务书要求提交正式设计成果后，主办方将聘请 7 或 9 位专家组成评审委员会（由城市设计、景观设计、建筑设计等背景的专家组成），对咨询机构提供的国际咨询方案进行综合评比。方案评审专家将根据项目理解、设计思路、设计内容、实施可行性等方面对 6 家受邀咨询机构的成果进行综合评审，评选出方案前 3 名。

After the six consulting firms shortlisted by prequalification submit their deliverables according to requirements of the Design Brief, the Organizers will invite seven or nine experts (from areas of urban design, landscape design, architectural design, and etc.) to constitute the jury panel, who will carry out comprehensive review on the schemes. The experts will evaluate the six schemes comprehensively in aspects of project understanding, design ideas, design contents, and feasibility, etc., and select the top three schemes.

各咨询机构抽签确定汇报顺序，由首席设计师进行设计成果汇报及答疑。

The presentation sequence of each scheme will be decided by the representative of consulting firm through draw-lots-method, and the chief designer shall make the presentation and answer questions himself.

设计成果汇报采用多媒体自动播放与首席设计师汇报讲解相结合的方式进行，每个咨询机构播放多媒体、汇报和答疑总时间不超过 45 分钟（含翻译时间，其中多媒体和汇报时间总共不超过 35 分钟，答疑时间 10 分钟）。

The multi-media auto-play demonstration, on-the-scene presentation by the chief designer will be used for presenting the scheme. Each scheme will have no more than forty-five (45) minutes for the presentation and clarification [including the translation, in

which, multi-media demonstration and on-the-scene presentation will be no more than thirty-five (35) minutes, Q & A ten (10) minutes].

评审委员会在听取汇报、答疑及阅读文本的基础上充分讨论，以记名投票方式评选出名次。

The jury panel will rank the schemes by voting after thorough discussion, on the basis of listening to presentation, Q & A and reading the design brochures.

11 奖金及有关费用 Awards & Related Fees

11.1 奖金及设计补偿费 Awards and Design Compensation

本次国际咨询评审结果公示后，通过资格预审并提交有效设计成果的 6 家咨询机构可按最终排名获得相关费用，具体设置如下：

After the evaluation result of this International Consultation announced, the 6 shortlisted consulting firms, who have passed prequalification and whose submittals have been evaluated as qualified, can win corresponding fees according to their ranking as follows:

第一名，奖金及设计补偿费共计人民币伍佰万元整（¥5,000,000）；

First prize: RMB Five Million Yuan (¥ 5,000,000) with bonus and design compensation in total;

第二名，奖金及设计补偿费共计人民币贰佰万元整（¥2,000,000）；

Second prize: RMB Two Million Yuan (¥ 2,000,000) with bonus and design compensation in total;

第三名，奖金及设计补偿费共计人民币壹佰伍拾万元整（¥1,500,000）。

Third prize: RMB One Million Five Hundred Thousand Yuan (¥ 1,500,000) with bonus and design compensation in total.

其他未获前三名的 3 家受邀咨询机构均可获得设计补偿费人民币壹佰万元整 (¥1,000,000) 。

For the other three consulting firms that are not ranked top three, each can receive RMB One Million Yuan (¥ 1,000,000) as design compensation.

11.2 费用支付方式 Payment Terms

本次咨询活动的费用均以人民币支付，由咨询活动的承办单位与设计机构或联合体牵头单位结算，根据评审结果排名及所提供发票支付奖金和设计补偿费，产生的任何税金由咨询机构自理。

All the fees concerning this International Consultation will be paid in Renminbi. The Undertaker will be responsible to settle payment with the design firm or only leading party of the consortium. The Undertaker will pay the awards and design compensation according to the review result and invoices received, and taxes levied on those design fees will be borne by consulting firms themselves.

国外咨询机构可授权委托国内合法独立法人代收款项。

Foreign firms shall authorize a domestic independent legal entity of PRC to receive the payment on their behalf.

11.3 其他 Others

参加本次咨询活动的咨询设计机构在本次活动期间所发生的所有差旅相关费用须自理。本次咨询活动的奖金和设计补偿费包含主办单位一次性买断设计成果版权（知识产权）的费用。

All related expenses such as the travelling expense caused by this International Consultation will be borne by the participating consulting firms themselves. The awards and design compensation concerning this International Consultation shall include the fees of the Organizer's one-off buyout of the copyright (IPR) of design deliverables.

12 版权问题及法律 Copyright & Legal Issues

12.1 所有参加本咨询活动的设计成果署名权归咨询机构所有，但所有参与咨询的设计成果在评审后不退回咨询机构，主办单位、承办单位和服务单位有权无偿使用所有设计成果进行使用，包括在评审结束后公布评审成果，并通过传媒、专业杂志、专业书刊或其它形式介绍、展示及评价设计成果。

The authorship of all deliverables is owned by the participants. However, no submittals will be returned to the participants after the evaluation. The Organizer, Undertaker and Service Provider are entitled to use the deliverables without further payment, such as announcing the evaluation result, introducing, displaying and appraising the deliverables through media, professional magazines, books or in other forms.

12.2 咨询机构应保证设计成果中所有内容均为咨询设计机构原创，不得包含任何侵犯第三者知识产权的资料。如发生侵权行为，将由涉及侵权的咨询机构自行承担一切法律后果，并取消其参与本次咨询活动的资格。

All deliverables must be originally created by the concerned participants. Any form of copyright infringement is forbidden. In case of infringement, the infringing consulting firm bears all consequences of infringement, and that consulting firm's participation in this International Consultation will be nullified.

12.3 主办单位提供所有资料（文字、图纸、电子数据等）均受版权保护。未经授权，任何机构和个人不得将内容复制、改编、分发、发布、外借、转让，否则将依法追究其相应法律责任，并取消其参与本次咨询活动的资格。

All documents (including texts, drawings, and electronic data) provided by the Organizer are exposed to copyright protection. Without authorization, any person is prohibited to duplicate, amend, distribute, disclose, lend or transfer the contents. Otherwise, legal liabilities may be incurred and the participation qualification in this International Consultation will be abolished.

12.4 适用法律 Use of Laws

本次咨询活动规则受中华人民共和国法律管辖，咨询工作和所有文件适用中国法律，若发生争议，经协商不成时，双方同意提交华南国际经济贸易仲裁委员会进行仲裁。仲裁为终局裁决，对双方当事人均有约束力。

The rules of this International Consultation are governed by laws of the People's Republic of China, and the International Consultation itself and all the files concerned are subject to laws of PRC. If disputes occur, both parties shall negotiate. If negotiation fails, both parties shall agree to submit the issue to South China International Economic and Trade Arbitration Committee for arbitration in accordance with its rules. The arbitration shall be the final verdict binding on both parties.

12.5 保密 Confidentiality

主办方公布整合成果前，各机构或其设计人员未征得主办单位、承办单位和服务单位的书面许可，不得以任何方式披露、公开或展示设计成果，否则将取消其参与本次咨询活动的资格，主办方有权拒付其相关设计费用，已付相关设计费用的主办方有权要求返还，造成不良后果的依法追究其相应法律责任。

Without the permission of the Organizer, Undertaker and Service Provider, any designer or firm is prohibited to disclose, publicize or display the deliverables in any form before the Organizers publicize the integration deliverables. Otherwise, the participation qualification will be nullified, and the Organizers have the right to refuse paying related design fees. If the payment was done, the Organizers have the right to ask the design firm to return the payment. Furthermore, Legal liabilities may be incurred if negative consequences caused.

主办方在本次国际咨询过程中提供的非公开资料各设计机构均应保密，不得用于本次国际咨询以外的其它用途，否则主办方有权追究其相应法律责任。

All non-public data provided by the Organizers during the International Consultation shall be kept secret, and only used for this International Consultation. Otherwise, the Organizers reserve the right to pursue legal responsibilities.

13 用语及其它 Miscellaneous

13.1 用语 Language

本次咨询及相关文件使用简体中文为正式语言；当中文与其他语言内容不一致时，以中文为准。

Official language of this International Consultation and its relevant documents is simplified Chinese. If there is any discrepancy between Chinese and other languages, the Chinese version will prevail.

本次咨询有关的往来电函和商务文件均应使用中文书写。咨询机构提供的证明文件和印刷品可以使用另一种语言，但必须附以中文译本。**咨询机构方案竞赛阶段提交的设计方案中，设计说明必须使用简体中文或中英文对照形式；图纸、展板及关键性说明必须使用中英文对照形式；多媒体汇报文件须采用中文配音，中英文对照字幕或英文字幕。**

Emails and documents about this International Consultation shall be in Chinese. Documents such as certificates and hardcopies provided by consulting firms could be in other languages but shall come with translated version in Chinese. **For design schemes submitted by design firms during the design competition stage, design narratives shall be in Chinese or bilingual in both Chinese and English; drawings, posters and crucial narratives shall be bilingual in both Chinese and English; and multimedia presentation files shall be dubbed in Mandarin and subtitled in English or in both English and Chinese.**

13.2 时间 Time

本次咨询日程安排时间均以北京时间为准。主办单位保留更改日程安排的权力。如有改动，将及时通知咨询机构。

All agendas are scheduled and applied in Beijing Time. The Organizer reserves the right to amend the agenda, and will notify all the participants in advance for any emendation.

13.3 受邀咨询机构的首席设计师或主要设计人员须亲自参与现场踏勘活动，请咨询机构作好相关准备（请境外咨询机构提前准备好签证）。首席设计师未经主办方同意不参加现场踏勘、成果汇报的，主办单位有权取消其受邀资格。

The chief designer and key designers of invited consulting firms must attend the site visit themselves. All applicants are requested to be well prepared (foreign firms shall have their visas ready in advance). If the chief designer hasn't attended the site visit or presentation of deliverables without consent of the Organizers, that design firm's participation in this International Consultation will be nullified.

13.4 受邀机构参加现场踏勘活动、答疑和评审会时需自带翻译。

When attending the site visit, Q & A and evaluation meeting, the design firms shall bring a translator themselves.

13.5 所有参加本次咨询活动咨询机构的首席设计师和主要设计人员须始终参与规划设计工作；与境外咨询机构合作的，应确保有境外咨询机构的人员参与、签名和加盖机构印章。

All chief designers and key designers of the consulting firms participating in this International Consultation shall be involved in the whole planning & design process. Those that partnered with foreign firms shall ensure that there are foreign designers participating in the entire design process, while foreign firms shall sign and stamp the documents as requested.

13.6 主办单位计划在国际咨询结果公布后组织 1-2 次工作坊，获得设计费用的咨询机构需派主创人员参加，主办单位不再支付各咨询机构参加工作坊的设计服务费和差旅费。

The Organizer will subsequently arrange one or two (1-2) workshops after announcing the evaluation result of this International Consultation. Key designers from the consulting firm receiving the design fees shall attend the workshops while the Organizer won't pay consulting services and travel expenses for them.

13.7 参加本次咨询活动的机构均视为承认本次咨询活动规则以及各阶段相应的文件内容要求。

All the participants will be regarded to accept all the rules of this International Consultation as well as contents and requirements in the documents of each stage.

13.8 主办单位及承办单位对本次国际咨询工作规则拥有最终解释权，解释语言以中文为准。

The Organizer and Undertaker reserve the right for the interpretation of this Working Rules. The Chinese version for the interpretation shall prevail.

14 资料索取 Inquiry of Information

咨询活动信息查询网站：

<http://pnr.sz.gov.cn/>

<https://www.szdesigncenter.org/>

Please visit the following websites for more information on the International Consultation:

<http://pnr.sz.gov.cn/>

<https://www.szdesigncenter.org/>

15 联系人 Contact

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附件 1：设计联合体协议书 Appendix 1: Consortium Agreement

本设计联合体声明：（所有成员单位名称） 自愿组成联合体共同参加深汕特别合作区滨海地区详细城市设计国际咨询（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：

This consortium agreement hereby declares: （ All members' names ） voluntarily form the joint consortium and apply for the International Consultation on Urban Design for the Coastal Area of Shenshan Special Cooperation Zone of Shenzhen Municipality (hereinafter referred to as 'the Project'). And regarding this issue, we make an agreement here that will cover the following terms:

（ 某成员单位名称 ）为本项目的联合体代表人单位。

(One member's name) is the leading member of the consortium of this project.

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联合体代表人一并提交主办单位及服务单位，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。

All the joint members authorize the leading member to 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 Organizers and Service Provider together by the representative of the leading member. The submittals of the leading member represent the actual circumstances of the joint members.

2、咨询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设计成果文件；设计联合体代表人在咨询中的所有承诺均代表了设计联合体各成员。

The leading member of the consortium will be responsible for the consultation. And the legal representative of the leading member will represent all the joint members, and be responsible for the signature and submission of deliverables. And all the commitment of the representative of the leading member is on behalf of the whole consortium.

3、设计联合体获奖后，设计联合体成员共同与由咨询活动的承办单位深圳市规划和自然资源局深汕管理局签定合同书，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 award, the members should jointly sign the contract with the Undertaker, Shenshan Administration, Planning and Natural Resources Bureau of Shenzhen Municipality, and carry out all the contract terms. This agreement signed by each member is legally binding.

4、设计联合体获奖后，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 award, the legal representative of the leading member will represent all the joint members, and be responsible for submitting and receiving all related data, information and instructions and handling all the affairs related.

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 shall closely cooperate and fully take responsibility for the quality and efficiency of the project.

6、本协议书自签署之日起生效，本协议书一式_____份，送交承办单位一份，设计联合体成员各一份。

This agreement will take effect since being signed, and is made in _____copies. One copy shall be submitted to the Undertaker, and the members of the consortium shall hold one copy receptively.

附加条款（若有）

Additional clauses (if any)

8、设计联合体成员单位一览表

List of Consortium members

设计联合体成员单位名称 Company Name		
在设计联合体中的权益份额(%) Share Holdings in the Consortium		
在设计联合体中拟承担的工作内容和工作量 Work Division of the Consortium		
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。

Note: number of the consortium members can be adjusted.

设计联合体代表人单位：（盖章）

Leading member of the consortium (affixed with company seal):

法定代表人或授权代表：（ 签字 ）

Legal representative or authorized representative (Signature):

设计联合体成员单位：（ 盖章 ）

Member of the consortium (affixed with company seal):

法定代表人或授权代表：（ 签字 ）

Legal representative or authorized representative (Signature):

（ 可增加 can be added if needed ）

（ 说明：设计联合体协议中应约定各成员在本次国际咨询各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获奖后的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本次国际咨询主办及承办方负有单独和连带的责任。 ）

(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 affixed with the company seal of the members and signed by each member's legal representative or authorized representative accordingly if winning the award. All members of the consortium should bear separate and joint responsibilities to the Organizer and Undertaker of this International Consultation.)

附件 2：深圳市深汕特别合作区滨海地区城市设计国际咨询报名表

Appendix 2: Application Form of the International Consultation on Urban Design for the Coastal Area of Shenshan Special Cooperation Zone of Shenzhen Municipality

A、设计机构基本情况 Basic Information of the Design Firm

1	公司注册名称 Registered Company Name	
2	公司详细资料 Company Profile	
	国家或地区 Country or Area	
	法定代表人 Legal Representative	
	常驻地址 Address	
	电话 Telephone	
	传真 Fax	
	网址 Website	
	电子邮箱 Email	
	公司成立日期 Date of Founding	
	设计资格的种类/级别 Category/Class of Design Qualification	
3	本项目联系人 Contact Person	
	姓名 Name	
	头衔和职务 Title & Position	
	电话 Telephone	

传真 Fax	
电子邮箱 Email	
通信地址及邮政编码 Mailing Address and Postal Code	

B、公司同类型项目设计经验 Similar Design Experiences

填写要求 Fill-in requirements :

- 1、 简述项目名称、地点、所承担的设计内容及项目规模。
Introduce the project's names, locations design contents and scales.
- 2、 项目完成情况和获奖情况。
Implementing status and prize winning.
- 3、 主办方情况和主办方联系方式（通讯地址、电话、传真和电子邮件）。
Client's introduction and contact methods(mailing address, tel. No, fax and email address)
- 4、 主要参加人（设计师）的姓名、职务、作用及责任分工。
Major participating designer's name, title and responsibilities.

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

C、本项目中拟出任的主要设计人员 Major Designers for the Project

姓名 Name	
学历、学位及专业特长 Degree and Specialties	
详细任职历史（自现职开始） Resume	
获得国内或国际奖项 Domestic and International Prize Won	
设计经验 Design Experience	
项目名称 Project Name	
项目规模、特点及性质 Scale and Characteristics of the Project	
项目名称 Project Name	
项目规模、特点及性质 Scale and Characteristics of the Project	
项目名称 Project Name	
项目规模、特点及性质 Scale and Characteristics of the Project	
拟在本项目中承担的 职责及任务 Responsibilities and Task in this Project	

D、签字盖章 Signature & Stamp

我谨代表前述申请参加本次国际咨询的设计公司声明：所填一切内容属实，并同时在此授权本次国际咨询组织者在其认为适当的时间和场合公开、使用有关信息。

I hereby represent the design firm that apply for this International Consultation and declare: All contents filled in this form are true, and we authorize the organizers of this International Consultation to publicize and use the information at proper time and places.

<p>填表人姓名 Person who fill the form</p> <p>-----</p> <p>公司法人代表 Legal representative</p> <p>-----</p> <p>日期 Date</p> <p>-----</p>	<p>(单位盖章 Company Seal)</p>
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**附件 3 : 深圳市深汕特别合作区滨海地区城市设计国际咨询设计团队成
员总表 Appendix 3: Member List of Design Team for the International
Consultation on Urban Design for the Coastal Area of Shenshan Special
Cooperation Zone of Shenzhen Municipality**

序号 No.	姓名 Name	本项目职务 Position in this Project	所属单位 Department	单位职务 Title	从业时间 Working Time

附件 4 : 深圳市深汕特别合作区滨海地区城市设计国际咨询主创人员获奖一览表 Appendix 4: List of Awards Won by Key Designer for the International Consultation on Urban Design for the Coastal Area of Shenshan Special Cooperation Zone of Shenzhen Municipality

序号 No.	奖项 Award	评奖机构 Awarding Organization	获奖项目名称 Awarded Project Name	设计时间 Time of Design	竣工时间 Time of Completion