

东莞国际商务区中心公园及绿轴方案设计国际咨询

**International Consultation on Conceptual Landscape Design of the
Central Park and Green Axis, Dongguan International Business Area**

工作规则

Working Rules

**主办单位：东莞市中心城区“一心两轴三片区”建设现场指挥部
东莞自然资源局**

**Organizer: The Construction Headquarters of Dongguan Central Area
Dongguan Municipal Bureau of Natural Resources**

2020 年 3 月

March, 2020

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1 项目说明 Project Brief

1.1 项目名称 Project Name

东莞国际商务区中心公园及绿轴方案设计国际咨询

International Consultation on Schematic Design of the Central Park and Green Axis, Dongguan International Business Area

1.2 组织机构 Organizational Structure

主办单位：东莞市中心城区“一心两轴三片区”建设现场指挥部

东莞市自然资源局

Organizer: The Construction Headquarters of Dongguan Central Area

Dongguan Municipal Bureau of Natural Resources

1.3 资金来源 Capital Source

政府投资。

Invested by the government.

1.4 项目概况 Project Overview

在粤港澳大湾区建设、深圳建设中国特色社会主义先行示范区和广东省制造业供给侧结构性改革创新实验区‘三区叠加’的重大历史机遇背景下，东莞市委市政府提出以高起点规划、高标准投入、高品质建设，吸引高端发展资源、集聚高端创新要素，打造“湾区都市、品质东莞”的城市发展战略。东莞国际商务区是东莞中心城区“一心两轴三片区”品质提升的重中之重，历经“十年磨一剑”的规划打磨，现已具备开发条件，其中东莞国际商务区中心公园（以下简称中心公园）及蓝绿双轴是国际商务区打造高品质、人性化的公共空间系统的核心抓手，对国际商务区的发展具有重要影响。

Under the three major historical opportunities, namely the construction of Guangdong-Hong Kong-Macao Greater Bay Area, construction of the Pilot

Demonstration Area of Socialism with Chinese Characteristics in Shenzhen and the Innovative Experimental Area for Supply-side Structural Reform of Manufacturing Industry in Guangdong, the CPC Dongguan Municipal Committee and Government have put forward the requirements of high-starting-point planning, high-standard input, and high-quality construction for Dongguan to attract high-end development resources and pool together key factors of high-end innovation, so as to implement the urban development strategy of "Thriving Dongguan, A Pearl in the Greater Bay Area". Dongguan International Business Area, as the top priority among "One Center, Two Axes, and Three Areas" for the quality improvement of the downtown area of Dongguan, now is ready for development upon a long-term tough planning, in which, the Central Park of Dongguan International Business Area (hereinafter referred to as the Central Park) and the blue & green axes are the key to build a quality and humanized public space system and have a great influence on building a successful international business area.

本项目位于东莞国际商务区，东临东莞大道，其北侧通过绿轴以慢行廊道连接元美公园、行政文化中心及黄旗山公园，南侧绿轴延伸连接南城总部基地，共同构成东莞中心区 8 公里慢行主轴。

This project site is located in Dongguan International Business Area, and it borders Dongguan Avenue in the east, connects with Yuanmei Park, the Administrative and Cultural Center and Huangqi Mountain Park by slow corridor through the green axis in the north, and in the south, extends to Nancheng Headquarters Base through the green axis, all of which have constructed an 8-kilometer slow-traffic green axis in the downtown area of Dongguan.

本次国际咨询旨在集思广益，通过邀请国际知名的设计机构，征集具有前瞻性，富有创意，可落地实施的概念设计方案，既能尊重本土文化和场所精神，又能融入国际化的理念和现代的设计手法，体现新时代的生态文明观，自然、景观、艺术三者兼备，展现粤港澳大湾区全新的东莞城市风貌。

This International Consultation aims at making brainstorming, and collecting prospective, innovative and implementable concept design proposals through inviting internationally well-known design firms, and the proposals shall be able to not only respect the local culture and spirit of place, but also integrate international concepts and modern design methods; they shall embody the concept of ecological civilization in the new era, be equipped with nature, landscape and arts, and reveal brand-new city style and features of Dongguan in the Guangdong-Hong Kong-Macao Greater Bay Area.

1.5 时间计划（暂定） Schedule (Provisional)

阶段 Stage	时间 Time	事项 Event
国际咨询 International Consultation	2020 年 3 月 17 日 Mar. 17, 2020	发布国际咨询公告及接受报名 Announcement of the International Consultation and opening registration
	2020 年 3 月 30 日 18:00 前 Before 18:00, Mar. 30, 2020	资格预审资料提交截止 Submission deadline of registration documents
	2020 年 4 月 3 日 Apr. 3, 2020	资格预审会 Prequalification meeting
	2020 年 4 月 3 日 Apr. 3, 2020	公布资格预审结果，发出《编制概念方案邀请函》 Announcement of prequalification results and issuance the <i>Invitation to Draft the Concept Scheme</i>
	2020 年 4 月 8 日 12:00 前 Before 12:00, Apr. 8, 2020	参赛机构递交《参赛确认函》扫描件 Submission of the scanned copy of the <i>Confirmation Letter of Participation</i>
	2020 年 4 月 10 日 Apr. 10, 2020	踏勘答疑会，发放正式版技术任务书 Site visit & Q&A session and issuance of the official design brief
	2020 年 4 月 17 日前 Before Apr. 17, 2020	设计机构后续问题收集及回复 Collecting questions from the design firms and giving reply
	2020 年 5 月 15 日 May 15, 2020	中间成果交流 Interim communication
	2020 年 6 月 15 日 12:00 前 Before 12:00, Jun. 15, 2020	设计机构提交正式设计成果 Submission of deliverables
	2020 年 6 月 15-16 日 Jun. 15-16, 2020	召开正式设计成果评审会 Concept review meeting
	2020 年 6 月 29 日前 Before Jun. 29, 2020	召开定标会 Bid finalization meeting
	2020 年 6 月 30 日前 Before Jun. 30, 2020	发布最终国际咨询结果 Announcement of final consultation results

注：所有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: The timetable above is applied in Beijing Time. The Organizers reserve the right to amend the agenda.

1.6 组织形式 Organization

1.6.1 **资格预审**：公开发布国际咨询公告、工作规则和技术任务书（公告版），在全球范围内公开征集设计机构（含联合体），组织资格预审委员会对各设计机构提交的报名资料进行评审，从中择优选取 4-5 家设计机构发出《编制概念方案邀请函》。受邀机构须在 2020 年 4 月 8 日 12:00 前向服务单位发送《参与确认函》扫描件并在踏勘时提交原件。

Prequalification: The registration announcement, working rules and design brief (announced version) of the International Consultation will be published to solicit design firms (including consortiums) globally. A prequalification committee will be set up to review the registration documents submitted by applicants, and 4 or 5 firms will be shortlisted to issue the *Invitation to Draft the Concept Scheme*. These invited firms shall send the scanned copy of the *Confirmation Letter of Participation* to the Service Provider before 12:00, Apr. 8, 2020 and submit its original copy when attending the site visit.

1.6.2 **踏勘答疑**：组织受邀设计机构现场踏勘，并进行答疑。现场踏勘形式将根据疫情发展情况确定。

Site visit & Q&A: A site visit will be organized for the invited firms and a Q&A session will be held, which will be subject to the epidemic situation.

1.6.3 **概念方案评审**：邀请城市规划、建筑和景观等专业的专家组建方案评审委员会，方案评审委员会在阅读设计文本、观看多媒体演示文件、听取设计机构主创设计师汇报答疑和充分讨论后推荐三个方案交由定标委员会定标。

Concept review: Experts in areas of urban planning, architecture and landscape, etc., will be invited to constitute the scheme review committee. With full discussion, the scheme review committee will select 3 recommended schemes to the Organizers for final selection, after reading the design brochures, watching multi-media demonstration and listening to presentation and clarification by principal designers.

1.6.4 **定标**：组建定标委员会结合专家评审意见定标，确定三个推荐方案的具体排序，第一名为中标方案。

Bid finalization: A bid finalization committee will be set up to determine the final ranking of 3 recommended schemes based on the experts' review comments, and the first prize will be the winning bid.

1.7 相关费用 Fees

1.7.1 设计成本费 Design Compensation

获得《编制概念方案邀请函》的设计机构，其提交的设计成果满足设计任务书要求且经专家评审评委会评审为有效成果的，每家可获得含税设计成本费人民币壹佰伍拾万元整（小写 ¥ 1,500,000.00 元）。

The design firm with the *Invitation to Draft the Concept Scheme*, can receive the design compensation of RMB One Million Five Hundred Thousand Yuan (¥1,500,000.00) (tax included), provided the submittals meet requirements set in the *Design Brief* and is evaluated by the scheme review committee as qualified.

1.7.2 奖金 Bonus

各设计机构提交的设计成果经专家评审和定标评审后，获得第一名的设计机构可获得含税费用人民币叁佰柒拾万元整（小写 ¥ 3,700,000.00 元）【含奖金人民币壹佰伍拾万元整（小写 ¥ 1,500,000.00 元）和成果整合费用人民币贰佰贰拾万元（小写 ¥ 2,200,000.00 元）】，获得第二名的设计机构可获得含税奖金人民币捌拾万元整，小写 ¥ 800,000.00 元。中标单位应根据专家评审意见、主办单位要求及方案整合设计要求（详见技术任务书）对设计方案进行整合深化。获得第二名的设计机构应在方案整合深化阶段参加不超过 2 次工作坊（现场参会），每次不超过 1 天，参会时首席设计师需到场。

After the experts' review and final selection on the submittals, the first-prize winner can receive fees of RMB Three Million Seven Hundred Thousand Yuan

(¥3,700,000.00) (tax included) (including the bonus of RMB One Million Five Hundred Thousand Yuan [¥1,500,000.00] and design integration fee of RMB Two Million Two Hundred Thousand Yuan [¥2,200,000.00]), and the second-prize winner can receive a bonus of RMB Eight Hundred Thousand Yuan (¥800,000.00) (tax included). The winning firm shall carry out design integration and detailing toward the deliverables of this International Consultation according to the experts' review comments and the Organizers' requirements, as well as the requirements on design integration (see the Design Brief for details). The second-prize winner shall attend the workshops (not exceeding 2 times and no more than 1 day per time; on-site participation) in the design integration and detailing stage, and the designer-in chief shall attend in person.

如获得第一名的设计机构如放弃整合任务，则不予发放奖金，由其他受邀机构按排名依序替补获得奖金和整合任务及相应的费用。

If the first-prize winner gives up the design integration task, he can't get the bonus and the other invited firms will replace him in order, that is, the substitute will get the bonus and take over the design integration task, as well as get corresponding fees.

1.7.3 设计费用的支付 Payment Terms

本次国际咨询活动的设计费用（含设计成本费、奖金和成果整合费，下同）均以人民币支付，设计机构所获设计费用等产生的任何税金由设计机构自理。

All the design fees concerning this International Consultation (namely the design compensation, bonus and design integration fee, similarly hereinafter) will be paid in Renminbi, and taxes levied on design fees will be borne by design firms themselves.

设计机构以设计联合体名义参加咨询活动的，主办单位只负责与设计联合体的主体单位联系和结算。

For design firms applying as a consortium, the Organizers will only be responsible to contact and settle payment with the leading party.

国外设计机构若无法使用本机构帐户收取人民币的，需授权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 if they cannot receive Renminbi on their corporate

account.

设计机构收款前应提供合法有效的等额发票。

Design firms shall provide valid invoice of PRC when applying for relevant fees.

1.7.4 其他 Miscellaneous

所有参加本次咨询活动的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。

All related expenses such as the travelling expense caused by this International Consultation will be borne by the participating design firms themselves.

本次咨询活动的设计费用包含主办单位一次性买断设计成果版权（知识产权）的费用。

The design fees concerning this International Consultation shall include the fees of the Organizers' one-off buyout of the copyright (IPR) of design deliverables.

获得第一名的设计机构如放弃整合任务，则不予发放奖金，由其他受邀机构按排名依序替补获得奖金和整合任务及相应的费用。

If the first-prize winner gives up the design integration task, he can't get the bonus and the other invited firms will replace him in order, that is, the substitute will get the bonus and take over the design integration task, as well as get corresponding fees.

2 报名要求 Registration Requirements

（1）本次国际咨询采取全球公开报名的方式进行，允许联合体参加，**资质不限**。

This is an internationally open consultation and consortiums are accepted.**Meanwhile,qualification is not required.**

（2）本次国际咨询不接受个人及个人组合的报名。

Registration submitted by an individual or a team of individuals is not accepted.

(3) 中国境内设计机构必须具有在有效期内的营业执照，且必须为独立企业法人或其他组织。境外设计机构必须为在所在地合法注册的设计机构。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。

Domestic design firms within the Chinese territory shall be independent legal entities with valid business license or other organizational qualifications of PRC. Overseas design firms shall be independent legal entities, which are legally registered in the country where they operate. Legal entities (two or more) with the same legal representative, the parent company, sole subsidiary and holding company are not allowed to participate in the competition separately.

(4) 首席设计师需由公司董事或合伙人级别的资深设计师担任，必须亲自负责本项目的主要设计工作，以及主办单位要求的重要汇报会等工作。重要汇报会包括踏勘答疑会、中期成果汇报以及成果评审汇报，其中中期成果汇报以及成果评审汇报应现场参会。

The designer-in-chief shall be a senior designer at the level of director or partner of the company, who must be responsible for key design works of this project, as well as important briefing meetings required by the Organizers, which will include the site visit & Q&A session, interim design presentation and final design review presentation and the designer-in-chief shall attend the latter two presentations in person.

(5) 设计团队成员必须包括有城市规划、景观、建筑设计含地下空间设计等专业背景或项目经验的设计师。

The design team shall include designers with professional background in urban planning, landscape, and architectural design (including underground space design), etc., or with corresponding project experience.

3 报名文件要求 Requirements on Registration Documents

报名机构需提交纸质版报名文件及相应电子文件（光盘或 U 盘）进行报名。

Applicants shall apply for this International Consultation by submitting the hardcopies of Registration Documents and their electronic version as well (in CD or

USB flash drive).

报名文件，A4 规格编排装订成册，需提交**正本 2 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 8 份**。含以下内容（目录之后按以下排序装订）：

The Registration Documents shall be arranged and bound in A4 size, including **2 original copies**(whose covers shall be marked with names of the project and design firms well as 'Original', and stamped with company seal [official seal of the leading member in the event of a consortium]and signed by the legal person or authorized person) and **8 duplicate copies**. The following content shall be included (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）；

Consortium Agreement (if having; see Appendix 1 for details; original, affixed with company seal);

- B. 报名表（详见附件 2，签字并加盖公章）；

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

- C. 法定代表人证明书及法定代表人授权委托书（原件）；

Certificate of Legal Representative and Power of Attorney from Legal Representative (original);

- D. 法定代表人及经办人有效身份证（护照）（复印件加盖公章）；

Valid ID (passport) of legal representative and agent (duplicate, affixed with company seal);

- E. 设计单位工商注册文件（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. 设计机构简介（每家成员单位 2000 字以内）；

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

- G. 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);

- H. 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（含图），注明项目规模和设计时间，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 (less than 10 projects, with each no more than two single-sided A4 pages [including pictures], and marked with project scale and design duration) and list of awards (identification required if possible; see Appendix 4 for details) of the designer-in-chief;

- I. 设计团队其他主要成员简历及相关证书；

CVs and certificates of other key members of design personnel;

- J. 设计团队中标项目经验简介(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>，联合体成员总共不超过 10 个项目，需另附合同首页和签署页及相关照片<完工项目>或效果图<在建项目>并标注项目经验类型，如“直接委托设计”、“公开招标中标”或“竞赛/征集/咨询名次”等）；

Brief introduction of bid-winning projects since Jan. 1, 2000 (less than 10 projects, with each no more than two single-sided A4 pages [excluding the certificates]; front page and signed page of the contract and relevant photos <built projects> or design renderings <ongoing projects> shall be included; the project type shall be marked such as "directly commissioned", "winning bid", or "the ranking in the competition/solicitation/consultation);

- K. **工作思路阐述，包括对项目的理解、设计重点与难点以及对保证设计方案实施完成度的建议等（A3 纸打印向内折叠装订入 A4 规格报名文件，内容为 A3 单面 10 页以内）；**

Description of work ideas, including the project understanding, core and difficult points of the design and suggestions on how to guarantee the design's implementation, etc.(Using A3 papers for printing, which shall be folded inward and bound into the A4-sized Registration Documents, and whose content shall not be exceed 10 A3-sized pages) ;

- L. 此外，可单独提供设计单位作品集（10 本以内）。

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

注：投标申请人如为联合体，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盖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.

4 报名文件递交 Submission of Registration Documents

报名文件包含纸质文件及相应电子文件(盖章后的扫描件和可复制的 word 或 pdf 的光盘或 U 盘，2 份)，需于 2020 年 3 月 30 日 18:00 前邮寄至组织服务单位（地址：深圳市宝安区新安街道罗田路幸福海岸 10 栋 B 座 3 层 A 房，收件人：张工，电话：+86 13631600111）。

The Registration Documents include their hardcopies and electronic documents (with scanned copies bearing company seal and in duplicable Word or PDF format; two copies in CD or USB flash drive). They shall be mailed to the Service Provider before 18:00, Mar. 30, 2020 (Add: Room A, Floor 3, Block B, Building 10, XingfuHai'an Complex, Luotian Road, Bao'an District, Shenzhen Municipality, Guangdong Province, PRC; addressee: Mr. Zhang; Tel: +86 136 3160 0111).

5 资格预审结果 Prequalification Results

5.1 主办单位将于 2020 年 4 月 3 日前发布资格预审结果公告，并向入选的设计机构发出《编制概念方案邀请函》。

The Organizers will announce the prequalification results before Apr. 3, 2020, and issue the *Invitation to Draft the Concept Scheme* to the shortlisted design firms.

5.2 接受邀请的设计机构中途退出或最终放弃提交设计成果，主办单位有权在后续 10 年内拒绝该设计机构参加主办单位其他任何工程的投标，同时提请主管部门对该设计机构此次行为列入不良行为记录。

If the design firm that accepted the invitation of this International Consultation quits in the middle or gives up the International Consultation finally, the Organizers will

have the right to reject his participating in any bidding event organized by the Organizers in 10 years, and will report to the supervising department that this doing of the design firm shall be put into misconduct records.

6 争议、保密及其他 Disputes, Confidentiality and Miscellaneous

6.1 争议 Disputes

本次国际咨询相关文件、合同履行中若发生争议，双方应友好协商解决；协商不成时，任何一方均有权向主办单位所在地有管辖权的人民法院提起诉讼。

If there is any dispute regarding the documents of this International Consultation or arising from execution of the contract, the two parties shall solve the dispute through friendly negotiation. If negotiation fails, both parties have the right to lodge an appeal to the people's court having the jurisdiction at the Organizers' locality.

6.2 保密 Confidentiality

6.2.1 参加本次国际咨询工作的专家评委、工作人员及相关人员，应对整个工作的过程、内容、组织及设计机构的有关情况予以保密，否则主办单位可依据相关法规追究责任。

All experts, staffs and relevant personnel of this International Consultation shall keep secret of the entire consultation process, content, organization and information of the participants, or the Organizers may prosecute responsibilities according to relevant laws.

6.2.2 定标结果公示结束前，任何人员或机构如未得到主办单位书面许可，不得以任何方式披露、公开或展示投标设计方案，设计机构提前公布设计方案的主办单位有权拒付设计机构应得的所有相关费用。

Before the announcement of the bid awarding result, any person or institution is prohibited to disclose, publicize or display the submitted deliverables in any form before the Organizers publicize them. If a participant discloses its deliverables in advance, the Organizers have the right to refuse to pay any design fees concerned.

6.2.3 本次国际咨询过程中，主办单位向设计机构提供的非公开资料均需保密，设计机构不得转让或用于本项目以外的任何用途，否则主办单位可依据相关法规追究责任。

During the International Consultation, all non-public information provided by the Organizers shall be keep secret, and the contents are prohibited to be transferred or used in any other way except for this project, or the Organizers may prosecute responsibilities according to relevant laws.

6.3 其他 Miscellaneous

资格预审结果公示后，获得《编制概念方案邀请函》并提交《参与确认函》的设计机构（含联合体）其设计团队主要成员发生变化的，或以联合体形式参与的其联合体组成发生变化的，主办单位有权取消其参与本次国际咨询的资格。

After the announcement of prequalification results, the Organizers reserve the right to nullify the applicant's qualification in this International Consultation under the circumstances that there are changes of key design team members for the applicant (including consortium) who has received the *Invitation to Draft the Concept Scheme* and submitted the *Confirmation Letter of Participation* or there are changes of consortium members for the applicant that participates as consortium.

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

7.1 语言 Language

7.1.1 本次国际咨询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.

7.1.2 设计机构与主办单位之间的往来电函和报名文件均应使用中文书写。设计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。**设计机构概念方案设计阶段提交的设计方案中，设计说明、图纸、展板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 between the Organizers and design firms shall be in Chinese. Documents such as certificates and hardcopies provided by design firms could be in other languages but shall come with translated version in Chinese. **For the deliverables submitted by design firms during the concept design stage, design narratives, drawings, and display boards shall be bilingual in both Chinese and English; and multimedia presentation files shall be dubbed in Mandarin and subtitled in both English and Chinese or in English.**

7.2 计量单位 Unit of Measurement

除工程设计规范中另有规定外，设计机构提交的文件均应使用中华人民共和国法定计量单位，即公制计量单位，如毫米、米、千米（公里）、平方米、公顷、平方公里等。

In addition to engineering design specifications, documents submitted by design firms shall use China's legal units of measurement, namely the metric units of measurement such as millimeters, meters, kilometers (km), square meters, hectares, square kilometers and so on.

8 知识产权和解释权 Copyrights & Interpretation

8.1 知识产权 Copyrights

8.1.1 设计机构应保证准备或提交的全部设计文件在中国境内或境外没有且不会侵犯任何其他人的知识产权（包括但不限于著作权、商标权、专利权）、专有技术或商业秘密。设计机构应保证，如果其提交的设计文件使用或包含任何其他人的知识产权、专有技术或商业秘密，设计机构需已经获得权利人的合法、有效、充分的授权。设计机构因侵犯他人知识产权所引起的全部赔偿责任应由设计机构承担。

Participants shall promise that all design deliverables prepared or submitted have not and will not get involved in any form of copyright infringement (including but not limited to intellectual property right, trademark right, and patent right), proprietary technology or business secret home and abroad. Participants shall promise that if there is any content concerning copyright, proprietary technology or business secret of others used or included in their deliverables, they must have been legally, validly and fully authorized by the legal owner. In case of infringement, the infringing party all consequences of infringement.

8.1.2 设计机构提交的文件在评审后不予退还，主办单位对领取设计成本费或奖金的设计机构提交的设计方案成果及其设计理念文件享有免费使用权。主办单位有权根据本项目的实际需求就该设计方案进行部分使用、修改和采纳，主办单位有权使用方案中的合理要素。

All deliverables won't be returned after the review. Without any further payment, the Organizers enjoy the right to use all the deliverables and design concepts of the participants who have been compensated. The Organizers are entitled to partly use, revise and adopt the design scheme if needed, as well as to use the reasonable elements in every design scheme submitted.

8.1.3 主办单位有权免费使用、出版和展览本次国际咨询所有设计成果文件，并通过传媒、专业杂志、专业书刊或其它形式介绍、展示及评价本次国际咨询所有设计成果文件，设计机构对其提交的设计成果文件享有署名权。

The Organizers are entitled to use, publish and display all deliverables submitted by design firms that participate in this International Consultation without any further payment, and to introduce, display and appraise them through media, professional magazines, books or other forms, while the authorship belongs to those participants.

8.2 解释权 Interpretation

本文件的解释权属于主办单位。

The right to interpret this document resides in the Organizers.

9 咨询联系方式 Enquiry

联系人：张工（中文）电话：+86 13631600111+86 755-82909299

赖工（英文）电话：+86 13530670439+86 755-82907866

咨询邮箱：DongguanPark@qq.com

Contact: Mr. Zhang (for Chinese) Tel: +86 1361600111+86 755-82909299

Ms. Lai (for English) Tel: +86 13530670439+86 755-82907866

Enquiry Email: DongguanPark@qq.com

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附件 1：联合体协议

Appendix 1: Agreement of Design Consortium

设计联合体协议书

Agreement of Design Consortium

(所有成员单位名称) 自愿组成联合体共同参加东莞国际商务区中心公园及绿轴方案设计国际咨询 (下称本项目)。现就联合体事宜订立如下协议，协议 (包括但不限于) 如下内容：

(Names of all members) are voluntary to form a consortium to participate in the International Consultation on Schematic Design of the Central Park and Green Axis, Dongguan International Business Area (hereinafter referred to as 'the Project'). And regarding this issue, we make an agreement here that will cover (but not limited to) the following terms:

1、(某成员单位名称) 为本项目的联合体牵头单位。

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

2、联合体牵头单位合法代表联合体各成员负责本项目文件编制和合同谈判活动，并代表联合体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物，负责合同实施、组织和协调工作。

The leading member of the consortium legally represents each consortium member to prepare the documents for the project, represents the consortium to submit and receive relevant data, information and instructions and handle all matters relating thereto, and is responsible for the contract implementation, organization and coordination.

3、设计联合体授权设计联合体牵头单位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牵头单位代表人一并提交给主办单位，设计联合体牵头单位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 Organizer. The submittals of the representative of the leading member represent the actual circumstances of the joint members.

4、具体报名和成果提交工作由设计联合体牵头单位代表人负责；设计联合体牵头单位代表人合法代表设计联合体各成员提交并签署本次国际咨询相关文件；设计联合体牵头单位代表人在本次国际咨询相关文件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 registration and submission of deliverables. And the legal representative of the leading member will represent all the jointmembers, 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.

5、设计联合体中标后，设计联合体成员共同与业主签订合同书，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 bid, the members should jointly sign the contract with the Organizer, and carry out all the contract terms. This agreement signed by each member is legally binding.

6、设计联合体中标后，设计联合体牵头单位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 bid, the legal representative of the leading member will represent all the jointmembers, and be responsible for submitting and receiving all related data, information and instructions and handling all the affairs related.

7、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.

8、联合体将严格按照本次国际咨询相关文件的各项要求，递交相关文件，履行合同。联合体牵头单位承担本次国际咨询履约中应承担的全部法律责任与义务，其他联合体成员单位分别对各方承担的设计工作承担相应责任。

The consortium shall submit the relevant documents in strict accordance with the requirements set in relevant documents of this International Consultation, and earnestly implement all the contract documents. The leading member of the consortium will bear all legal responsibilities and obligations concerning the International Consultation and contract fulfillment, while the other member(s) will bear corresponding responsibilities for the design content undertaken.

9、联合体各成员单位内部的职责分工如下：

The internal division of responsibilities of each member of the consortium is as follows:

(1) 联合体牵头单位_____承担_____工作；

The leading member_____will undertake the work of _____in the consortium;

(2) 联合体成员_____承担_____工作；

The member_____will undertake the work of _____in the consortium;

(3) 联合体成员_____承担_____工作。

The member_____will undertake the work of _____in the consortium.

10、本协议书自签署之日起生效，未中标或者中标后合同履行完毕后自动失效。

The agreement takes effect from the signing date, and will automatically become invalid if the consortium doesn't win the bid or upon performance of the relevant responsibilities and obligations after the consortium wins the bid

11、本协议书一式_____份，联合体成员和主办单位各执一份。

The agreement is in _____, with the consortium members and the Organizer each holding one.

牵头单位 Leading Member

单位名称(盖单位公章)Name (seal or signature) : _____

法定代表人或授权委托人 (签字) Legal representative or authorized representative
(signature) : _____

联合体成员 1Consortium member 1

单位名称(盖单位公章)Name (seal or signature) : _____

法定代表人或授权委托人 (签字) Legal representative or authorized representative
(signature) : _____

联合体成员 2Consortium member 2

单位名称(盖单位公章)Name (seal or signature) : _____

法定代表人或授权委托人 (签字) Legal representative or authorized representative
(signature) : _____

签订日期 Signing date : 年/YY 月/MM 日/DD

设计联合体成员单 位名称一览表 Member List of the Consortium				
资质情况 Qualification				
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 Proposed key teammates				

注：可根据联合体成员数量进行调整。

Note: Number of the consortium members can be adjusted.

设计联合体牵头单位：（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联合体牵头单位及各成员在竞标阶段所占有的权益份额、拟承担的工作内容、工作分工和担负的责任。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。设计联合体成员单位对主办单位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 bid. All members of the consortium should bear separate and joint responsibilities to the Organizer of this International Consultation.)

附件 2：报名表

Appendix 2: Application Form

东莞国际商务区中心公园及绿轴方案设计国际咨询报名表

APPLICATION FORM FOR THE INTERNATIONAL CONSULTATION ON SCHEMATIC DESIGN OF THE CENTRAL PARK AND GREEN AXIS, DONGGUAN INTERNATIONAL BUSINESS AREA

报名机构 COMPANY	机构名称 NAME			
	注册时间 REGISTRATION DATE		注册编号 REGISTRATION NO.	
	注册地址 REGISTRATION ADDRESS		邮政编码 POSTCODE	
	项目联系人 1 CONTACT 1		手机 MOBILE	
	项目联系人 2 CONTACT 2		手机 MOBILE	
	邮箱地址 EMAIL		传真 FAX	
机构简介 (限 2000 字内) BRIEF INTRODUCTION OF THE INSTITUTE (< 2000 WORDS)				

主要参与人员 KEY PERSONNEL PARTICIPATING IN THIS PROJECT	在本项目中承担的职位 POSITION IN THIS PROJECT				(照片粘贴位置) PHOTO
	姓名 NAME		职务 POSITION		
	专业背景 PROFESSIONAL BACKGROUND				
	项目经验 PROJECT EXPERIENCE				
	在本项目中承担的职位 POSITION IN THIS PROJECT				(照片粘贴位置) PHOTO
	姓名 NAME		职务 POSITION		
	专业背景 PROFESSIONAL BACKGROUND				
	项目经验 PROJECT EXPERIENCE				
	在本项目中承担的职位 POSITION IN THIS PROJECT				(照片粘贴位置) PHOTO
	姓名 NAME		职务 POSITION		
	专业背景 PROFESSIONAL BACKGROUND				
	项目经验 PROJECT EXPERIENCE				
	在本项目中承担的职位 POSITION IN THIS PROJECT				(照片粘贴位置) PHOTO
	姓名 NAME		职务 POSITION		
	专业背景 PROFESSIONAL BACKGROUND				
项目经验 PROJECT EXPERIENCE					
其他参与人员，需注明姓名、承担职位、性别、职务、专业背景等信息。 OTHER PROJECT PARTICIPANTS (INFORMATION OF NAME, POSITION, GENDER, POSITION, PROFESSIONAL BACKGROUND, ETC.)					

同类项目经验 SIMILAR PROJECT EXPERIENCE	项目名称 PROJECT NAME			
	项目主要成员 KEY MEMBERS			
	项目简介 BRIEF INTRODUCTION OF THE PROJECT			
	项目名称 PROJECT NAME			
	项目主要成员 KEY MEMBERS			
	项目简介 BRIEF INTRODUCTION OF THE PROJECT			
	项目名称 PROJECT NAME			
	项目主要成员 KEY MEMBERS			
	项目简介 BRIEF INTRODUCTION OF THE PROJECT			
	项目名称 PROJECT NAME			
	项目主要成员 KEY MEMBERS			
	项目简介 BRIEF INTRODUCTION OF THE PROJECT			
资质证书 QUALIFICATION CERTIFICATES	资质证书 QUALIFICATION CERTIFICATE	证书类型 CERTIFICATE TYPE	证书编号 CERTIFICATE NO.	有效期 EXPIRY DATE
<p>我方保证上述资料的真实性，并在此确认将参加《东莞国际商务区中心公园及绿轴方案设计国际咨询》。</p> <p>We hereby guarantee the authenticity of the above-mentioned information and confirm to participate in the <i>International Consultation on Schematic Design of the Central Park and Green Axis, Dongguan International Business Area</i>.</p> <p>法人代表或委托人（签字）：报名机构（加盖公章）：</p> <p>Legal representative or agent (signature): Company (stamp):</p>				

注：联合体各成员需分别填写本表。

Note: Each consortium member shall fill out this form separately.

附件 3：设计团队成员总表

Appendix 3: Member List of Design Team

设计团队成员总表

Member List of Design Team

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：首席设计师获奖一览表

Appendix 4: List of Awards Won by the Designer-in-chief

首席设计师获奖一览表

List of Awards Won by the Designer-in-chief

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