

深圳市小梅沙片区 02-09、02-10 及 03-01-01、03-01-02 地块

建筑方案设计国际招标

International Bidding of the Architectural Design for Architectural

Design for Plot 02-09, Plot 02-10, Plot 03-01-01 and Plot 03-01-02 of

Shenzhen Xiaomeisha Area

参 与 须 知

Instruction to Applicants

主办单位：深圳市特发集团有限公司

Host: Shenzhen Special Economic Zone Development Group Co., Ltd.

承办单位：深圳市特发小梅沙投资发展有限公司

Organizer: Shenzhen SDG Xiaomeisha Investment & Development Co., Ltd.

监督单位：盐田区城市更新和土地整备局

Supervisor: Urban Renewal and Land Development Bureau of Yantian District

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一、组织单位 Organizers

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二、项目概况 Project Overview

2.1 项目区位及基本情况 Project Location and Profile

深圳，一座现代化、国际化、创新型滨海城市，中国粤港澳大湾区的核心城市之一，全球最具经济竞争力和最具活力的城市之一，享有“设计之都”的美誉，正在全力打造全球海洋中心城市。

As a modern, international, innovative coastal city and a one of the core cities in the Guangdong-Hong Kong-Macau Greater Bay Area, Shenzhen has emerged as one of the most economically competitive and dynamic cities worldwide. It also has the reputation of “City of Design”, and now is striving to build itself into a global marine center city.

小梅沙位于深圳市东部黄金海岸线，东临大鹏新区，西侧紧邻大梅沙，北为马峦山郊野公园，南临大鹏湾。距福田市中心 28 公里，拥有优良的山、湖、沙滩、礁石等山海资源，是距离深圳市区最近且拥有天然沙滩的海滨休闲旅游区之一。未来，小梅沙将以“拥抱海洋、梅沙小镇”为主题，以国际水准的山海旅游资源，构建一个世界级、国际化都市型滨海旅游度假区。

Xiaomeisha Area is located in the eastern golden coastline of Shenzhen, adjoining Dapeng New District on the east, Dameisha on the west, Maluan Mountain Country Park on the north and Dapeng Bay on the south. The Area is 28 kilometers away from Futian downtown area, boasting stunning mountains, lakes, beaches,

reefs and other coastal resources. It is one of the seaside leisure and tourism attractions with natural beaches and being nearest to Shenzhen downtown area. In the future, Xiaomeisha will build a world-class urban coastal tourism resort with extraordinary mountain and sea tourism resources based on the theme of “creating a delicate Xiaomeisha Town that embraces the sea”.

小梅沙作为深圳立市以来最早开发的滨海旅游度假区之一，曾荣获“深圳十景”、“鹏城八景”等美誉。历经 30 载风雨，小梅沙目前拥有“小梅沙度假村”、“小梅沙海洋世界”、“小梅沙大酒店”等经营实体，现片区年接待游客 200 余万人次。

As a pioneering coastal tourism resort since the establishment of Shenzhen, Xiaomeisha Area has won such honors as one of the “Top Ten Scenic Spots of Shenzhen” and “Top Eight Scenic Spots of Pengcheng (Shenzhen)”. After 3 decades of development, the Area has witnessed the emergence of “Xiaomeisha Resort”, “Xiaomeisha Sea World”, “Xiaomeisha Hotel” and etc. At present, it receives more than 2 million tourists annually.

目前，小梅沙片区城市更新规划已获批准，近期将逐步开展各地块的建筑设计工作。现组织开展“深圳市小梅沙片区 02-09、02-10 及 03-01-01、03-01-02 地块建筑方案设计国际招标”，面向全球公开征集具远见、富创意、可实施的建筑设计方案。本次国际招标分两个标段进行，其中 I 标段为 02-09、02-10 地块建筑方案设计，II 标段为 03-01-01、03-01-02 地块建筑方案设计，设计机构可同时选择两个标段或单独选择一个标段按相关要求要求进行报名。

Recently, the urban renewal Plan on Xiaomeisha Area has been approved, and the architectural design for its plots will be carried out step by step. We hereby organize the *International Bidding of the Architectural Design for Plot 02-09, Plot 02-10, Plot 03-01-01 and Plot 03-01-02 of Shenzhen Xiaomeisha Area* to solicit far-sighted, innovative and implementable architectural design schemes worldwide. The International Bidding will include two bidding sections, of which, the first bidding section is the architectural design of Plot 02-09 and Plot 02-10 and the second one is

the architectural design of Plot 03-01-01 and Plot 03-01-02. Design firms can apply for both bidding sections or one from them according to relevant requirements.

2.2 地块基本情况 Basic Information of the Plots

2.2.1 I 标段——02-09、02-10 地块 First Bidding Section - Plot 02-09 and Plot 02-10

02-09 为 C1 商业用地，用地面积 17397.4 m²，计容建筑面积 83770 m²，包含商业、办公及旅馆业建筑 69790 m²，公共配套设施（含地下）3480 m²，地下商业 10500 m²；02-10 为 C1 商业用地，用地面积 24363.2 m²，计容建筑面积 81180 m²，包含商业、办公及旅馆业建筑 66300 m²，公共配套设施（含地下）1380 m²，地下商业 13500 m²。I 标段计容面积 16.5 万平方米，不计容面积约 7.4 万平方米，建筑面积总计约 23.9 万平方米。

Plot 02-09: C1 (for commercial use), with GLA of 17,397.4m², and GFA (count in plot ratio) of 83,770m², which includes 69,790m² for commercial, office and hotel buildings, 3,480m² for public supporting facilities (incl underground area), and 10,500m² for underground commercial use; Plot 02-10: C1 (for commercial use), with GLA of 24,363m², and GFA (count in plot ratio) of 81,180m², which includes 66,300m² for commercial, office and hotel buildings, 1,380m² for public supporting facilities (incl underground area), and 13,500m² for underground commercial use. The GFA (count in plot ratio) of the First Bidding Section is about 165,000m², the GFA (excl in plot ratio) is about 74,000m², and the GFA is about 239,000m².

2.2.2 II 标段——03-01-01、03-01-02 地块 Second Bidding Section - Plot 03-01-01 and Plot 03-01-02

03-01-1 为 C1+R2 商业用地+二类住宅用地，用地面积 59604.2 m²，计容建筑面积 104040 m²，包含商业、办公及旅馆业建筑 53960 m²，公共配套设施（含地下）80 m²，地下商业 12000 m²，住宅 38000 m²；03-01-2 为 C5 游乐设施用地，用地面积 9755 m²，计容建筑面积 12730 m²，包含游乐设施 10150 m²，公共配套设施（含地下）2580 m²。标段二计容面积 11.7 万平方米，不计容面积约 8.4 万

平方米，建筑面积总计约 20.1 万平方米。

Plot 03-01-01: C1 (for commercial use) + R2 (for residential use), with GLA of 59,604.2m², and GFA (count in plot ratio) of 104,040m², which includes 53,960m² for commercial, office and hotel buildings, 80m² for public supporting facilities (incl underground area), 12,000m² for underground commercial use, and 38,000 m² for residential use; Plot 31-01-01-10: C5 (for recreational facilities), with GLA of 9,755m², and GFA (count in plot ratio) of 12,730m², which includes 10,150m² for recreational facilities, and 2,580m² for public supporting facilities (incl underground area). The GFA (count in plot ratio) of the Second Bidding Section is about 117,000m², the GFA (excl in plot ratio) is about 84,000m², and the GFA is about 201,000m².

注：以上建筑面积及功能最终以设计任务书和建筑方案设计合同为准。

Notes: The foresaid GFA and uses will be subject to the content of the design brief and architectural design contract.

三、招标范围 **Bidding Scope**

3.1 本次招标工作在片区总体策划、片区总体规划、片区城市更新规划等相关策划规划成果的基础上开展，项目总占地面积约 11.11 公顷(I 标段 4.17 公顷，II 标段 6.94 公顷)，招标范围包括：

This bidding will be carried out on the basis of relevant planning deliverables such as the area's overall planning, masterplanning and urban renewal planning, etc. The project covers a total area of about 11.1 ha, in which, the First Bidding Section covers 4.17 ha and the Second Bidding Section covers 6.94 ha, and the bidding scope includes:

1.概念方案设计阶段：分别对 02-09、02-10 及 03-01-01、03-01-02 地块进行建筑概念方案设计。

Concept Design Stage: respectively carry out architectural concept design for Plot 02-09, Plot 02-10, Plot 03-01-01 and Plot 03-01-02.

2.建筑方案设计阶段：建筑方案设计任务以中标后的设计合同约定内容为

准。

Architectural Design Stage: the architectural design task is subject to the contractual content of the design contract after winning the bidding.

注：概念方案设计阶段需提交的成果主要包括设计文本、展板和自动汇报文件，具体以《02-19、02-10 地块概念方案设计任务书》、《03-01-1、03-01-02 地块概念方案设计任务书》相关要求为准。

Notes: At the Concept Design Stage, the deliverables shall be submitted including the design description, display boards and automatic presentation file, whose details will be subject to relevant requirements in *the Concept Design Brief of Plot 02-09 and Plot 02-10 and the Concept Design Brief of Plot 03-01-01 and Plot 03-01-02*.

3.2 标段划分：本次招标分为两个标段。各标段招标内容如下：

Division of the Bidding: there are two bidding sections in this bidding. The contents of each bidding section are as follows:

I 标段：02-09、02-10 地块建筑方案设计。

First Bidding Section: architectural design of Plot 02-09 and Plot 02-10.

II 标段：03-01-01、03-01-02 地块建筑方案设计。

Second Bidding Section: architectural design of Plot 03-01-01 and Plot 03-01-02.

特别说明：设计机构可同时选择两个标段或单独选择一个标段并按相关要求提交各标段资格预审报名文件进行报名。

Special Notes: Design firms can select both bidding sections or one from them and register by submitting the application documents of each bidding section as required.

四、组织流程 Organization Process

主办单位将通过国内外相关行业网站发布招标公告及报名要求，并公开接受国内外设计机构（包括联合体，下同）的报名；报名截止后，由资格预审委员会（含专家和业主代表）对各标段的报名资料进行预选，每个标段分别择优选取 6

家设计机构进行概念方案设计；设计机构提交概念方案设计成果后，由方案评审委员会（含专家和业主代表）评出每个标段的 2 家优胜机构（不排序），最终由定标委员会确定第一名、第二名的具体排序。

The Host will release the bidding announcement and registration requirements on the local and international websites of similar industries to openly accept the registrations from design firms (including consortiums, similarly hereinafter) at home and abroad; after the registration deadline, the prequalification committee (consisted of experts and representatives from the Host) will carry out prequalification on the application documents of each bidding section, and respectively select 6 design firms for each bidding section to conduct concept design; after submission of concept schemes by the design firms, the design review committee (consisted of experts and representatives from the Host) will respectively select 2 winning design firms (without ranking) for each bidding section and finally the first-prize winner and second-prize winner will be determined by the Bid Finalization Committee.

5.1 公告和报名 Announcement & Registration

主办单位将在国内外相关行业网站上发布招标公告和报名信息，报名截止时间为 **2020 年 3 月 31 日 17:00（北京时间，下同）**。

The Host will release the bidding announcement and registration requirements on the local and international websites of similar industries, and the registration deadline will be **before 17:00, Mar. 31, 2020 (Beijing Time, similarly hereinafter)**.

5.2 资格预审 Prequalification

报名结束后，主管部门依法组建资格预审委员会（由业内专家和业主代表组成）对报名机构的设计资质、综合实力、同类项目设计经验及获奖情况、首席设计师在行业内的声望、设计团队的专业配备等方面进行综合评选，每个标段择优选取 6 家设计机构进行概念方案设计（同时选出 2 家排序的备选设计机构，如入选的设计机构退出，备选设计机构依序替补），并于 2020 年 4 月 2 日前发布资

格预审结果公告。主办单位将向各标段入选机构（下称“受邀机构”）发送《编制概念方案设计成果邀请函》和《概念方案设计任务书》。

After the registration deadline, the department in charge of this project will set up a prequalification committee (consisted of experts and representatives from the Host) according to relevant laws, who will carry out comprehensive prequalification on those applicants in view of the factors including the design qualifications, comprehensive strength, experience in similar projects and awards, reputation of the chief designer, and the team, etc., and respectively select 6 design firms for each bidding section to conduct concept design (meanwhile, 2 ranked alternatives will be selected for each bidding section; if any shortlisted design firm quits, the alternatives will replace it in order). And before Apr. 2, 2020, the Host will announce the prequalification results. *The Invitation to Draft the Concept Scheme and the Concept Design Brief* will be sent to these 6 selected design firms of each bidding section (hereinafter as the invited firms) by the Host.

5.3 概念方案设计 Concept Design

受邀机构须在收到《编制概念方案设计成果邀请函》和《概念方案设计任务书》（主办单位以电邮方式发出）后 3 天内向主办单位提交《参与回执》，以此确认参与下一阶段概念方案设计。

Within 3 days after receiving *the Invitation to Draft the Concept Scheme and the Concept Design Brief* (sent by the Host by email), the invited firms shall submit *the Acknowledgement of Participation* to confirm their participation in the next stage of Concept Design.

概念方案设计时间：2020 年 4 月 3 日-2020 年 5 月 4 日 15:00。

The Concept Design is from Apr. 3, 2020 to May 4, 2020.

期间，主办单位根据实际情况择期组织答疑视频会议。

During the concept design, the time to organize the Q&A video meeting will be decided by the Host according to the actual situation.

5.4 概念方案设计成果提交及评审 Submission and Evaluation of Concept Schemes

概念方案设计成果须于 2020 年 5 月 4 日 15:00 前提交。

The concept schemes shall be submitted by 15:00, May 4, 2020.

主管部门依法组建方案评审委员（由业内专家和业主代表组成）对按时提交的概念方案设计成果进行评审，两个标段分别评选出 2 家优胜机构（不排序）。

The department in charge of this project will set up a design review committee (consisted of experts and representatives from the Host) according to relevant laws, who will evaluate the concept schemes submitted in time, and 2 winning design firms (without ranking) for each bidding section will be selected.2

5.5 定标 Bid Finalization

主办单位将组建定标委员会，结合专家评审意见确定第一名、第二名的具体排序。

The bid finalization committee will be set up by the Host to decide the first-prize winner and second-prize winner according to the experts' review comments.

5.6 建筑方案设计 Architectural Design

主办单位将与各标段的优胜机构就工作内容、合同价格等进行商务洽谈，并根据洽谈结果最终确定中标机构并授予建筑方案设计合同（不含施工图设计，下同）。主办单位将提供《建筑方案设计任务书》作为合同附件与中标机构签订建筑方案设计合同。中标机构需按《建筑方案设计任务书》和合同要求完成建筑方案设计，并与施工图设计机构（另行招标确定）联合且主导完成最终报审方案。报审方案将以施工图设计机构名义（或联名）上报主管部门审批。

The Host will make business negotiation with the winning design firms of each bidding section concerning the work content, contract price and etc., and will decide the final winning bidder to whom the architectural design contract (excluding the construction design, similarly hereinafter) will be awarded according to the negotiation result. The Host will sign the architectural design contract with the final

winning bidder with *the Architectural Design Brief* as attachment of the contract. The winning bidder shall complete the architectural design according to the requirements of *the Architectural Design Brief* and the contract, and shall work with the construction design firm (who will be selected by another bidding) and be responsible for completing the final scheme for approval. The scheme will be submitted to get approval from the department in charge in the name of the construction design firm (or the consortium).

六、日程安排表（暂定） **Timetable (Provisional)**

阶段 Stage	时间 Time	事项 Event
发布公告及资格预审阶段 Announcement Releasing & Prequalification	2020 年 3 月 23 日- 2020 年 3 月 31 日 17:00 Mar. 23, 2020 - 17:00, Mar. 31, 2020	发布招标公告，自由报名 Release the bidding announcement; open for registration
	2020 年 4 月 2 日 Apr. 2, 2020	资格预审及资格预审结果公布 Carry out prequalification and release its results;
概念方案设计阶段 Concept Design	2020 年 4 月 3 日- 2020 年 5 月 4 日 15:00 Apr. 3, 2020-15:00, May 4, 2020	概念方案设计 Concept design
	2020 年 5 月 4 日 15:00 前 Before May 4, 2020	提交概念方案设计成果 Submit the concept design scheme
	2020 年 5 月 5-6 日 May 5-6, 2020	概念方案设计成果评审 Concept design review
定标阶段 Bid Finalization	2020 年 5 月 15 日前 Before May 15, 2020	定标 Bid finalization
建筑方案设计阶段 Architectural Design	2020 年 6 月 30 日 Jun. 30, 2020	按《建筑方案设计任务书》和合同要求完成建筑方案设计 Complete the architectural design according to the requirements of <i>the Architectural Design Brief</i> and the contract
后继服务阶段 Follow-up Service	—	服务至工程完工 Provide service until the construction is done

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 Host reserves the right to amend the schedule.

七、相关费用 Fees

7.1 相关费用 Related Fees

(1) I 标段 First Bidding Section

获得编制概念方案设计成果邀请的设计机构，其提交的设计成果经方案评审委员会评审为有效方案的，可按最终排名获得相关费用，具体设置如下：

The design firms with the *Invitation to Draft the Concept Scheme*, whose submittals have been evaluated as qualified by the design review committee, can win corresponding fees according to their ranking as follows:

第一名：优先获得深圳市小梅沙片区 02-09、02-10 地块建筑方案设计合同；

First Prize: will be given the priority of winning the *Architectural Design Contract of Plot 02-09 and Plot 02-10 of Shenzhen Xiaomeisha*;

第二名：可获得奖金人民币壹佰贰拾万元整（小写¥1,200,000.00 元）；

Second Prize: can win a bonus of RMB One Million Two Hundred Thousand Yuan (¥1,200,000.00 Yuan);

其他四名：可获得奖金人民币陆拾万元整（小写¥600,000.00 元）。

For the other four invited firms, each can receive a bonus of RMB Six Hundred Thousand Yuan (¥600,000 Yuan) as design compensation.

(2) II 标段 Second Bidding Section

获得编制概念方案设计成果邀请的设计机构，其提交的设计成果经方案评审委员会评审为有效方案的，可按最终排名获得相关费用，具体设置如下：

The design firms with the *Invitation to Draft the Concept Scheme*, whose submittals have been evaluated as qualified by the design review committee, can win corresponding fees according to their ranking as follows:

第一名：优先获得深圳市小梅沙片区 03-01-01、03-01-02 地块建筑方案设计合同；

First Prize: will be given the priority of winning the *Architectural Design Contract of Plot 03-01-01 and Plot 03-01-02 of Shenzhen Xiaomeisha*;

第二名：可获得奖金人民币壹佰万元整（小写¥1,000,000.00 元）；

Second Prize: can win a bonus of RMB One Million Yuan (¥ 1,000,000.00 Yuan);

其他四名：可获得奖金人民币伍拾万元整（小写¥500,000.00 元）。

For the other four invited firms, each can receive a bonus of RMB Five Hundred Thousand Yuan (¥ 500,000 Yuan) as design compensation.

（3）设计费 Design Fees

每个标段的中奖设计费原则上由主办单位根据依序同优胜机构进行商务洽谈确定。中标机构需按《建筑方案设计任务书》和合同要求完成建筑方案设计，形成最终成果。

Basically the Host will make business negotiation with the winning design firms in order to determine the bid of each bidding section. The winning bidder shall complete the architectural design and formulate the final scheme according to the requirements of *the Architectural Design Brief* and the contract.

7.2 相关费用支付方式 Payment Terms

本次国际招标活动的奖金、设计费均以人民币支付。

All the payments of this International Bidding such as the bonus and design fees for will be made in Renminbi.

国外设计机构须授权国内合法独立法人代收款项。

Foreign design firms shall authorize a local independent legal entity to receive the payments on their behalf.

设计机构以联合体名义参加本次国际招标活动的，主办单位只负责与联合体的主体设计机构联系和结算。

Design firms will be applying collectively; the Host will be only responsible for contacting and settling payment with the leading party.

设计机构收取相关款项前应向主办单位开具或提交合法有效的等额国内发票，否则主办单位有权拒付款项。

The design firms shall issue or submit legitimate and valid invoices to the Host before collecting relevant fees; otherwise, the Host will reject the payment enquiry.

设计机构所获得奖金、设计费等产生的任何税金由设计机构自理。

The taxes levied on the bonus and design fees, etc., will be borne by the design firms themselves.

所有参加本次国际招标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 fees such as the travel expenses caused by this International Bidding shall be borne by the design firms themselves.

本次国际招标活动的奖金、设计费，包含主办单位一次性买断本次招投标设计成果版权（知识产权）的费用。

The bonus and design fees shall include the fees of the Host's one-off buyout of the copyright (IPR) of all the design deliverables concerning this International Bidding.

八、报名方式 **Registration Details**

8.1 资格要求 **Eligibility**

（1）本次国际招标活动不要求国内甲级资质，国内外设计机构均可自由报名参加，有关资质以符合报名设计机构总部注册所在地的现行规定为准；

The class-A qualifications of PRC are not required for this International Bidding. All design firms home and abroad can apply, while the relevant qualification should meet the current requirements of the practice areas where the applicant's HQ is located;

（2）参与本次国际招标活动的首席设计师及主创人员应为该设计机构的在册人员，首席设计师须由主持过多个同类型设计项目的人员担任，且必须直接参与本次招标及建筑方案设计全过程。为了保证国外设计机构的项目设计人员对中国地区背景和相关要求的准确理解，项目设计人员中应至少有一名通晓汉语的人士；

The chief designer and the key design personnel of each firm participating in this International Bidding must be registered personnel of the firms. The chief designer must be those that have presided over many similar planning and design projects, and must be involved in the entire design process of this International Bidding and architectural design. In order to make sure that the project designers have a correct understanding of the background of China and relevant requirements, it should also involve at least 1 Chinese teammate with proficient Chinese language skills;

(3) 联合体需提供联合体协议，并明确参与本次国际招标活动的主体机构；

Consortiums shall submit the Consortium Agreement, and specify the leading party;

(4) 本项目不接受个人及个人组合报名。

Personal registration or team registration made up of individuals isn't accepted.

注：1、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，不得同时参加本次国际招标活动；

2、已报名的设计机构不可再与其他机构组成联合体参加本次国际招标活动，也不得以顾问的形式参加。

Notes: 1. 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 Bidding at the same time;

2. Those design firms that have applied for this International Bidding can't cooperate with other design firms to take part in this International Bidding as a consortium, or as a consultant.

8.2 报名方法 Registration Process

有意向参与本项目的设计机构首先以电子邮件方式向组织咨询服务单位发送报名表及其他报名资料（详见下文），同时[登录以下网址](#)或[扫描以下二维码](#)填

写报名信息完成网上报名。此外，设计机构需将纸质版报名文件在报名截止日期前送达或邮寄至主办单位处。

Design firms who intend to participate in the International Bidding must, shall send the completed Application Form and the other application documents (See below for the details) to the Host by email, and **visit the following websites or scan the following QR codes to fill in the registration information for online registration.** Moreover, design firms shall, prior to the registration deadline, send deliver the hardcopies of application documents to the Host.

I 标段网上报名信息登记

Online Registration for the First Bidding Section:

网址 Website: <https://szdesigncenter.jinshuju.com/f/avDbUN>



II 标段网上报名信息登记

Online Registration for the First Bidding Section

网址 Website: <https://szdesigncenter.jinshuju.com/f/W4cNy1>



报名截止时间：2020 年 3 月 31 日 17:00（北京时间，以主办单位收到纸质版报名文件时间为准）。

Registration Deadline: 17:00, Mar. 31, 2020 (Beijing Time; the time when the Host receives the hardcopies of application documents shall prevail.)

报名咨询:

报名咨询:

陈女士 (中文) 电话: +86 136 8248 4048

张先生 (中文) 电话: +86 136 3160 0111

赖女士 (英文) 电话: +86 135 3067 0439

庄女士 (英文) 电话: +86 137 1368 2404

报名邮箱: xiaomeisha2020@qq.com

Registration Enquiry:

Ms. Chen (for Chinese) Tel: +86 136 8248 4048

Mr. Zhang (for Chinese) Tel: +86 136 3160 0111

Ms. Lai (for English) Tel: +86 135 3067 0439

Ms. Zhuang (for English) Tel: +86 137 1368 2404

Email: xiaomeisha2020@qq.com

报名资料邮寄信息

收件人: 庄女士 (+86 137 1368 2404)

邮递地址: 深圳市盐田区梅沙街道小梅沙海客山庄 702 (邮编 518038)

Venue & Mailing Information

Addressee: Ms. Zhuang (+86 137 1368 2404)

Address: Room No. 702, No.13. Xiaomeisha Town, Yantian District, Shenzhen Municipality, Guangdong Province, PRC (Postcode: 518038)

8.3 报名文件内容 Application Documents

(1) 资格性 (符合性) 文件, 须包含:

Qualification documents:

- ① 《深圳市小梅沙片区 02-09、02-10 地块建筑方案设计国际招标报名表》
或 《深圳市小梅沙片区 03-01-01、03-01-02 地块建筑方案设计国际招
标报名表》（正本，签字并加盖公章，联合体各成员需分别填写，见附
件 1、2）；

*Application Form of the International Bidding of the Architectural Design for
Plot 02-09 and Plot 02-10, Plot 03-01-01 and Plot 03-01-02 of Shenzhen
Xiaomeisha Area or Application Form of the International Bidding of the
Architectural Design for Plot 03-01-01 and Plot 03-01-02 of Shenzhen
Xiaomeisha Area (Original; duly signed and affixed with company seal; each
consortium member shall fill out separately; see Appendix 1 or 2);*

- ② 营业执照复印件（加盖公章）；

Duplicate copy of Business License (Affixed with company seal);

- ③ 设计资质证书（如有，提供资质证书复印件，加盖公章）；

*Design Qualification (If having, copy of the qualification, affixed with
company seal);*

- ④ 法人身份证明书及身份证复印件（签字并加盖公章）；

*Certification of Legal Representative and ID copy (Duly signed and affixed
with company seal);*

- ⑤ 法人授权委托书证明书及受委托人身份证复印件（签字并加盖公章）；

*Power of Attorney from Legal Representative and ID copy of the trustee
(Duly signed or affixed with company seal);*

- ⑥ 公司简介；

Company Profile;

- ⑦ 报名机构如为国外单位，须提供当地相应的执业资格、身份证明及授权
证明材料；

*For those design Consortiums registered to participate in the International
Bidding, the foreign party shall submit the correspondent qualification*

certificate of their practice areas, identification papers and other authorization documents;

- ⑧ 报名机构如为联合体，须提供以联合体名义报名的联合体双方共同签署的“联合体协议”，并明确主体机构（原件，加盖公章）。

Design Consortiums registered to participate in the International Bidding shall submit the Consortium Agreement jointly signed by all the consortium members, and specify the leading party (original; duly signed and affixed with company seal).

注：港澳台地区或国外设计机构无法提供第②、③项证明文件的，需提供公司注册登记证明（非中文的需翻译为中文）。

Notes: Those design firms from Hong Kong, Macau and Taiwan, as well as foreign firms, shall provide business certificates (translated into Chinese) if they can't provide documents of Item ② and Item ③.

- (2) 承接过的同类型设计项目证明资料，应包含：

Portfolio about similar design projects:

- ① 同类型设计项目汇总表；

List of similar design projects;

- ② 项目简要说明材料，包括项目介绍，所承担的设计内容，首席设计师、主创人员及分工，业主情况及联系方式，项目完成情况（正在进行或已经完成）等内容；

Information on the similar projects shall include: project introduction, design scope and contents, chief designer, key design personnel and their duties, client and the contact means, project status (ongoing or completed) and etc.;

- ③ 项目证明图片（实景照片或设计图等）；

Project images (design renderings or real pictures);

- ④ 项目中标通知书或合同签字页以及能体现项目规模的合同页（复印件，加盖公章）。

The bid-winning notification or the signed page of the contract and the content in the contract can show the project's scope (copy; duly signed and affixed with company seal).

(3) 拟承担本项目的团队成员资料，应包含：

Information about the project team:

①项目团队成员及分工一览表；

Name list of the design personnel proposed for this project;

②首席设计师主导过的同类型项目汇总列表；

List of similar projects presided by the chief designer;

③团队成员简历（含照片）及专业、工作经验证明材料；

CVs of the team members (including photos), their professions, work experience, and etc.;

④首席设计师主导过的同类型项目证明材料：如相关设计成果签字页（复印件，签字盖章）等；

Portfolio about similar projects presided by the chief designer: signed page of relevant design deliverables (copy; duly signed and affixed with company seal);

⑤首席设计师、主创人员近 6 个月的的在职证明，如聘书或社保证明材料等。

Employment certificate of the chief designer and key design personnel in recent 6 months, such as the letter of appointment, or certificate documents of social insurance, and etc.

(4) 设计机构认为有帮助的其他资料。

Other information that is deemed helpful.

注：1、以上报名资料需装订成册，提交正本 1 份、副本 9 份和包含上述报名材料的电子文件 2 份（光盘或 U 盘）；

2、以上报名材料请采用中文或中英文对照格式；

3、如为联合体报名，则需提供联合体双方的以上所有资料。

4、各标段报名文件需分别按上述要求提交。

Notes: 1. All foresaid application documents shall be bound together, and **1 original copy, 9 duplicate and 2 copies of electronic files (in CDs or USB flash drive) shall be submitted.**

2. All the foresaid application documents shall be in Chinese or both in Chinese and English.

3. If applying as a consortium, design firms shall submit all the foresaid documents of each party.

4. The application documents of each bidding section shall be submitted separately according to foresaid requirements.

九、版权问题及法律 Copyright & Legal Issues

9.1 所有参加本次国际招标活动的设计成果署名权归设计机构所有，但所有的应征设计文件（包括概念方案设计成果和报名文件等）在评审后不退回设计机构，主办单位有权对提交的所有设计成果中的合理要素进行使用。

The authorship of all design deliverables is owned by the participants. But no submittals (including the concept schemes and application documents) will be returned to the design firm after the evaluation and the Host is entitled to use reasonable elements in every submitted scheme.

9.2 主办单位有权无偿使用所有设计成果，包括在评审结束后公布评审成果，并通过传媒、专业杂志、专业书刊或其他形式介绍、展示及评价设计成果。

The Host is entitled to use the design schemes without further payment, such as introducing, displaying and appraising the design schemes through media, professional magazines, books or other form after announcing the review results.

9.3 设计机构应保证设计成果中所有内容均为原创，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，将由涉及侵权的设计机构自行承担一切法律后果，并取消其参与本次国际招标活动的资格。

All submitted schemes must be originally created by the concerned participants.

Any form of copyright infringement is forbidden. In case of infringement, the infringing design firm bears all consequences of infringement, and his qualification to this International Bidding will be nullified.

9.4 根据本项目实际情况，中标机构需与施工图设计机构（另行招标确定）联合并主导完成最终报审方案。报审方案将以施工图设计机构名义（或联名）上报主管部门审批。

According to the actual project progress, the winning bidder shall work with the construction design firm (who will be selected by another bidding) and be responsible for completing the final scheme for approval. The scheme will be submitted to get approval from the departments in charge in the name of the construction design firm (or the consortium).

9.5 主办单位提供的所有资料（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，并取消其参与本次国际招标活动的资格。

All documents provided by the Host to participants (including texts, drawings, and electronic data) are exposed to copyright protection. Without authorization, any person is prohibited to duplicate, amend, distribute, disclose, lend or transfer the contents of relevant materials. Otherwise, legal liabilities may be incurred and his qualification to this International Bidding will be nullified.

9.6 适用法律 Use of Laws

本次国际招标活动规则受中华人民共和国法律管辖，招标工作和所有文件适用中国法律，若发生争议，经协商不成时，依法向深圳市福田区人民法院起诉。

This International Bidding is governed by laws of the People's Republic of China. If disputes occur, both parties shall negotiate. If negotiation fails, both parties can lodge an appeal to Shenzhen Futian People's Court in accordance with its rules.

9.7 保密 Confidentiality

本次国际招标活动结束前，设计机构或其设计人员未征得主办单位的许可，不得以任何方式披露、公开或展示设计成果，否则将依法追究其相应法律责任，并取消其参加本次国际招标活动的资格。

Without the permission of the Host, any person or design firm is prohibited to disclose, publicize or display the design schemes in any form before the International Bidding is completed. Otherwise, he will bear related legal liabilities and his qualification to this International Bidding will be nullified.

十、用语及其他 **Miscellaneous**

10.1 用语和时间标准 **Standard of Language and Time**

本次国际招标活动仅采用中文或中英文对照格式；当中英文内容不一致时，以中文为准。

All documents for this International Bidding would be in Chinese or bilingual in both Chinese and English. If there is any discrepancy between Chinese and English, the Chinese version will prevail.

本次国际招标活动的日程安排时间均以北京时间为准。

All agendas of this International Bidding are scheduled and applied in Beijing Time.

10.2 主办单位保留更改日程安排时间表的权力。如有改动，将及时通知各设计机构。

The Host reserves the right to amend the agenda, and will notify all the participants in advance once the agenda is amended.

10.3 获得《编制概念方案设计成果邀请函》的设计机构如参加主办单位统一安排到现场踏勘及答疑活动，需做好相关准备（请国外设计机构提前做好签证）。

The design firms received *the Invitation to Draft the Concept Scheme* shall be well prepared (Foreign firms should have their visas ready in advance), if they are going to take part in the site visit and Q & A organized by the Host.

10.4 设计机构参加现场踏勘活动、答疑及相关评审会时需自带中文翻译。

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

10.5 所有参加本次国际招标活动的设计机构首席设计师和主创人员须始终

参与设计工作；与国外设计机构合作的，应确保有国外设计机构的人员参与、签名和加盖机构印章。

The chief designer and key designers of the design firms signed up for the International Bidding shall be involved in the entire design process. Those that partnered with the foreign firms shall ensure that there are foreign designers participating in the entire design process, while they shall sign and stamp the documents as requested.

10.6 凡参加本次国际招标活动的设计机构均视为接受本次国际招标活动文件和条款以及各阶段相应的文件内容要求。

All the participants of this International Bidding will be regarded to confirm all contents of the documents concerning this International Bidding and all its stages.

10.7 本次深圳市小梅沙片区 02-09、02-10 及 03-01-01、03-01-02 地块建筑方案设计国际招标的解释权归承办单位即深圳市特发小梅沙投资发展有限公司。解释语言以中文为准。

The Organizer, Shenzhen SDG Xiaomeisha Investment & Development Co., Ltd., reserves the rights for the interpretation of this International Bidding and its related documents. The Chinese version for the interpretation shall prevail.

附件 1：深圳市小梅沙片区 02-09、02-10 地块建筑方案设计国际招标
报名表 Appendix 1: Application Form of the International Bidding of
the Architectural Design for Plot 02-09 and Plot 02-10 of Shenzhen
Xiaomeisha Area

**深圳市小梅沙片区 02-09、02-10 地块
建筑方案设计国际招标报名表**

**APPLICATION FORM OF THE INTERNATIONAL BIDDING OF THE ARCHITECTURAL DESIGN FOR
PLOT 02-09 & PLOT 02-10 OF SHENZHEN XIAOMEISHA 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.)					

附件 2：深圳市小梅沙片区 03-01-01、03-01-02 地块建筑方案设计国际招标报名表 Appendix 2: Application Form of the International Bidding of the Architectural Design for Plot 03-01-01 and Plot 03-01-02 of Shenzhen Xiaomeisha Area

深圳市小梅沙片区 03-01-01、03-01-02 地块
建筑方案设计国际招标报名表

APPLICATION FORM OF THE INTERNATIONAL BIDDING OF THE ARCHITECTURAL DESIGN FOR
PLOT 03-01-01 & PLOT 03-01-02 OF SHENZHEN XIAOMEISHA 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.)					

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

我方保证上述资料的真实性，并在此确认将参加《深圳市小梅沙片区 03-01-01、03-01-02 地块建筑方案设计国际招标》。

We hereby guarantee the authenticity of the above-mentioned information and confirm to participate in *the International Bidding of the Architectural Design for Plot 03-01-01 and Plot 03-01-02 of Shenzhen Xiaomeisha Area*.

法人代表或委托人（签字）：

Legal representative or agent (signature):

报名机构（加盖公章）：

Company (stamp):

注：联合体各成员需分别填写本表。

附件 3：联合体协议 Appendix 3: Agreement of Consortium

联合体协议

Agreement of Consortium

项目名称: _____

致: _____

Project Name: _____

To: _____

我方决定组成联合体共同参加以上项目投标，并承诺如下：

We decide to participate in the bidding as a consortium and would make the following commitments:

1、联合体各成员以一个投标人的身份共同投标，指定 XXX 为主体机构，并授权其代表联合体各方承担责任与接受指令。

Consortium members will jointly participate in the bidding as one bidder and XXX is appointed as the leading company and thus authorized to assume the liabilities and accept instructions on behalf of the consortium members.

2、联合体各成员在本项目中拟承担的工作内容和责任划分如下：

Works and responsibilities of consortium members are defined as below:

3、联合体各成员就本项目向招标承办单位承担连带责任。

Each member of the consortium will bear joint liabilities to the Undertaker.

主体机构：（盖章）

Leading Company: (stamp)

法定代表人：（签字或盖章）

Legal Representative: (signature or seal)

委托代理人：（签字或盖章）

Authorized Agent: (signature or seal)

地址：

Address:

邮政编码： 电话/传真：

Postcode: Tel/Fax

联合体成员：（盖章）

Consortium Member: (stamp)

法定代表人：（签字或盖章）

Legal Representative: (signature or seal)

委托代理人：（签字或盖章）

Authorized Agent: (signature or seal)

地址：

Address:

邮政编码： 电话/传真：

Postcode: Tel/Fax

签订日期： 年 月 日

Signature Date: DD MM YY