## 附件1 参赛确认函

## Attachment 1 Letter of Participation Confirmation

**参赛确认函**

**Letter of Participation Confirmation**

致：

To:

我方在此确认参加 龙岗区南湾街道南岭村社区土地整备利益统筹项目城市设计国际竞赛 活动，我方承诺遵守本次竞赛活动的一切规则，并同意和承诺如下事项：

We hereby confirm that we will participate in the activity of the International Urban Design Competition of the Land Consolidation Interest Coordination Project for Nanling Village Community, Nanwan Street, Longgang District.. We promise to observe all rules for this competition activity, and agree and promise the following matters:

1. 我方承诺按照竞赛文件中的要求按时提交设计成果。

1. We promise to submit design deliverables on time according to the requirements of the competition document.

2. 我方承诺按照《资格预审申请文件》和《参赛确认函》所承诺的提交的主创设计人员将全程参与设计工作（附设计机构主创设计人员名单及工作分配表）。

2. We promise that, as promised in the *Prequalification Application Documents* and the *Letter of Participation Confirmation*, the chief designers determined will take full-process participation in the design work (attached with the list of chief designers of the design agency and work allocation sheet).

3. 我方承诺按照竞赛要求的深度完成设计成果。

3. We promise to complete design deliverables to the extent as required in the competition.

4. 我方保证提交的设计成果内容无任何虚假、未侵犯他人知识产权。若评审过程中查出有虚假，同意作无效成果文件处理并取消参与资格。若获胜之后查出有虚假，同意废除获胜资格接受处罚，承担因侵犯他人知识产权而由此引起的全部法律责任和经济责任。

4. We promise that, the design deliverables submitted will be free of any false contents and will not infringe others’ intellectual property rights. Where any false contents are discovered during review, we agree that such design deliverables will be treated as invalid and we will be deprived of the qualification for participating in this activity. If any false contents are discovered after we win the contract, we agree to cancel the winner qualification and accept punishment, and undertake all legal liabilities and economic liabilities arising from our infringement of others’ intellectual property rights.

5. 如我方获胜，我方将按照《参赛确认函》所承诺的设计人员组建项目设计组，完成本项目的成果深化工作。如未经主办单位书面同意更换项目设计组成员，主办单位有权取消我方的获胜资格或单方面终止合同，由此给主办单位造成的损失由我方承担。

5. If we win the project, we will establish a project design group which will be comprised of the design staff promised in the *Letter of Participation Confirmation* to complete the whole design development work of this project. If we change the members of the Project Design Group without the prior written consent of the Host, the Host will have the right to cancel our winner qualification or unilaterally terminate the contract, and we will undertake the loss caused to the Host therefrom.

在正式委托合同签署并生效之前，贵方的竞赛文件、《参赛确认函》和《中标通知书》将成为约束双方的合同文件的组成部分。

Before the formal entrustment contract is signed and takes effect, your competition document, *Letter of Participation Confirmation*, and the *Bid Awarding Notification* will become integral parts of the contractual document binding our both parties.

为方便联系，我方指派＿＿＿＿＿＿（先生/女士）出任本次竞赛活动的工作联系人。联系电话：＿＿＿＿＿＿，邮箱：＿＿＿＿＿＿

To facilitate liaison, we appoint (Mr. /Mrs.) \_\_\_\_\_\_ to act as the liaison person for this competition. Tel: \_\_\_\_\_\_\_\_\_\_\_\_, E-mail: \_\_\_\_\_\_\_\_\_\_\_\_\_\_.

特此函告！

It is specially notified here!

附：

Attachments:

1.入围单位的主创设计人员名单及工作分配表（须加盖公章或法人签名）

1. List of Chief Designers of Shortlisted Design Agency, and Work Allocation Sheet (bearing official seal or signature of legal representative)

|  |  |  |
| --- | --- | --- |
|  | 姓名Name | 拟承担的工作内容Work content to be undertaken |
| 主创人员名单Chief designer | 1. |  |
| 2. |  |
| 3. |  |
| … | … |
| 设计人员名单Designer | 4. |  |
| 5. |  |
| … | … |

2.营业执照（或商业登记证明文件）扫描件（须加盖公章或法人签名）

Scanned copy of business license (or business registration certificate) (with official seal or signature of legal representative)

单位名称（加盖公章或法人签名）：

Company name (affixed with official seal or signature of legal representative):

主创设计师（签字）：

Chief designer (signature):

法人代表或委托人（签字）

Legal representative or authorized representative (signature)

地址Add：

电话Tel：

传真Fax：

日期Date：

（如有更多可增加）

(More can be added)

说明：若为联合体，联合体各成员的法定代表人或联合体的授权代表签字或盖章，并加盖联合体各成员公章或法人签名。

Note: If it is a consortium, the scanned copy of business license shall be signed by legal representative of each member of the consortium or the authorized representative of the consortium or affixed with their personal seal, and affixed with the official seal of each member of the consortium or signed by the legal representative

## 附件2 设计联合体协议

## Attachment 2 Design Consortium Agreement

**设计联合体协议**

**Design Consortium Agreement**

1. 本设计联合体声明：自愿参加龙岗区南湾街道南岭村社区土地整备利益统筹项目城市设计国际竞赛（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：

1. The design consortium declare that we voluntarily attend the International Urban Design Competition of the Land Consolidation Interest Coordination Project for Nanling Village Community, Nanwan Street, Longgang District and sign this agreement regarding the relevant matters, which includes but not limited to the following contents:

1.1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牵头单位一并提交主办方，设计联合体牵头单位所提交的资质等级、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。

1.1 The design consortium authorizes the consortium leading member to collect data on the qualification grade, business capability, and work achievements, etc. of each member of the consortium and summarize and submit them to the Host. Such data submitted by the consortium leading member represent the true circumstances of the consortium members.

1.2参赛工作由设计联合体牵头单位负责；设计联合体牵头单位合法代表设计联合体各成员提交并签署成果文件；设计联合体牵头单位在竞赛中的所有承诺均代表了设计联合体各成员。

1.2 The consortium leading member is responsible for the competition work. The consortium leading member legally represents the consortium members to submit and sign the design deliverables. All commitments made by the consortium leading member in the consultation represent all the consortium members.

1.3设计联合体获胜后，设计联合体成员共同与主办方签定合同书，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。

1.3 After winning in the consultation, the design consortium members shall jointly sign the contract with the Host and perform all contract documents. The signed agreement shall be legally binding upon each member of the consortium.

1.4设计联合体获胜后，设计联合体牵头单位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。

1.4 After winning in the consultation, the consortium leading member legally represents the consortium members to submit and receive relevant data, information and instructions and handle all affairs relating thereto.

1.5设计联合体成员在本项目合作中密切配合、尽职尽责，双方优质高效地完成各自负责的工作内容。

1.5 The design consortium members shall coordinate closely during the cooperation for this project with due diligence and efficiently complete respective work with high quality.

2. 本协议书自签署之日起生效，本协议书一式\*份，送交主办方一份，设计联合体成员各一份。

2. This Agreement takes effect from the date of signature. This Agreement is in \* copies, with one sent to the Host and one for each member of the consortium.

3. 附加条款（若有）

Additional terms (if any)

4. 设计联合体成员单位一览表 List of the design consortium members

|  |  |  |
| --- | --- | --- |
|  | 联合体牵头单位Consortium leading member | 联合体成员单位Consortium member |
| 设计联合体成员单位名称Name of the design consortium member |  |  |
| 资质情况Qualifications |  |  |
| 在设计联合体中的权益份额(%)Equity share in the design consortium (%) |  |  |
| 在设计联合体中拟承担的工作内容和工作量Proposed work content and quantity in the design consortium |  |  |
| 拟配备主要人员的名单List of proposed key personnel |  |  |

注：可根据联合体成员数量进行调整。

Note: This table may be adjusted according to the number of design consortium members.

联合体牵头单位：（盖章）

Consortium leading member: (seal)

法定代表人或授权代表：（签字）

Legal or authorized representative: (signature)

联合体成员单位：（盖章）

Design consortium member: (seal)

法定代表人或授权代表：（签字）

Legal or authorized representative: (signature)

（可增加 ）

(Add more if needed)

（说明：设计联合体协议中应约定各成员在竞赛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主办方负有单独和连带的责任。）

(Note: The Design Consortium Agreement shall agree on the equity share, proposed work content, division of work and responsibilities of each member at the stage of urban design scheme. It shall also specify that after winning in the consultation, all design consortium members shall affix their official seal on the development design contract and have their legal or authorized representative sign it. All members of the design consortium are jointly and severally liable to the Host.)

## 附件3 报名表Attachment 3: Application Form

**龙岗区南湾街道南岭村社区土地整备利益统筹项目城市设计国际竞赛报名表**

**Application Form of the** **International Urban Design Competition of the Land Consolidation Interest Coordination Project for Nanling Village Community, Nanwan Street, Longgang District**

**报名表简表（注：本表请保持与报名文件内容一致）**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **公司名称****Company name** | **国家&地区****Country & region** | **联合体占比****Percentage at consortium** | **公司类似业绩（3个以内）****Company’s design experience in similar projects(up to 3)** | **主创团队名单****Main designers** | **主创团队业绩****（3个以内）****Principal designer achievements of similar projects(up to 3)** | **主创设计师奖项/荣誉（3个以内）****Awards of principal designer(up to 3)** | **项目联系人****联系电话及邮箱****Contact for the project** |
| 例：（牵头单位）A公司+B公司+C公司e.g.Company A+ Company B+Company C | 例：中国成都+中国香港+美国e.g.Chengdu, China+Hong Kong, China+America | 无联合体单位则填100%100% for no consortium例：（牵头单位）A公司：20%B公司：50%C公司：30%e.g.Company A: 20%Company B: 50%Company C: 30% | （牵头单位名称）A公司：1.项目名称2.项目名称……B公司：……C公司：……e.g.Company A: 1. Project nameCompany B:… | A/B/C公司：A某某（项目负责人）B某某（主创设计师）Company A/B/CAxx (Project leader)Bxx(Principal designer) | B某某：1.项目名称2.项目名称Bxxx:1. Project name2. Project name | B某某：1.《项目名称>获得XXX年XXX奖项XX等奖e.g.Bxxx:1. Project name was awarded with xxx prize of xxx in year of xxx | C某某186\*\*\*\*\*\*\*\*\*\*@qq.com |

**A、参与设计机构基本情况 Basic Information of the Participants**

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

**B、公司同类型项目设计经验 Company’s design experience in similar projects**

|  |
| --- |
| 填写要求Requirements： 1. 简述项目名称、地点、所承担的设计内容及项目规模。

Describe the project name, location, design content undertaken, and project scale.1. 项目完成情况和获奖情况。

Describe the project status and prize-winning situation.1. 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）。

Describe the host information and contact information (mailing address, Tel, Fax, and e-mail).1. 主要参加人（设计师）的姓名、职务、作用及责任分工。

Describe the name, post, role and division of responsibilities of main participants (designers). |
| 项目1 Project 1 |
|  |
| 项目2 Project 2 |
|  |
| 项目3 Project 3 |
|  |

**C、本项目中拟出任的主要设计人员 Main designers proposed for this project**

|  |  |
| --- | --- |
| 姓名 Name |  |
| 学历、学位及专业特长Education background, degree and expertise |  |
| 详细任职历史（自现职开始）Detailed history of appointment (in reverse chronological order) |  |
| 获得国内或国际奖项Domestic or international awards obtained |  |
| 设计经验Design experience |  |
| 项目名称Project Name |  |
| 项目规模、特点及性质Project scale, characteristics and nature |  |
| 项目名称Project Name |  |
| 项目规模、特点及性质Project scale, characteristics and nature |  |
| 项目名称Project Name |  |
| 项目规模、特点及性质Project scale, characteristics and nature |  |
| 拟在本项目中承担的职责及任务Proposed responsibilities and tasks in this project |  |

**D、签字盖章 Signature and Seal**

|  |
| --- |
| 我谨代表前述申请参加本次国际竞赛的设计公司（设计联合体）声明：本表各页，加盖公章为记，所填一切内容属实，并同时在此授权本次竞赛组织者在其认为适当的时间和场合公开、使用有关信息。On behalf of the above design agency (design consortium) that applies for participating in this international consultation, I make this statement: on every page of the form, with the official seal for the note, all the content completed is true, and I hereby authorize the organizer of this consultation to make public and use relevant information at the time and place it thinks fit. |
| 公司名称Company Name＿＿＿＿＿＿＿＿＿＿＿＿＿＿公司法人代表Legal Representative＿＿＿＿＿＿＿＿＿＿＿＿＿＿日 期 Date＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿ |  |

## 附件4 法定代表人资格证明书（参考备用）

## Attachment 4: Certificate of the Legal Representative (For Reference)

单位名称：

Company name

地址：

Address

姓名： 性别： 年龄： 职务：

Name: Sex: Age: Title:

\_\_\_\_\_\_\_\_ 系 的法定代表人。为维护的项目，签署龙岗区南湾街道南岭村社区土地整备利益统筹项目城市设计国际竞赛的竞赛文件、进行国际竞赛报名、签署合同和处理与之有关的一切事务。

特此证明！

\_\_\_\_\_\_\_\_ is the legal representative of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. For the project maintained, the representative takes charge of signing the consultation documents for the International Urban Design Competition of the Land Consolidation Interest Coordination Project for Nanling Village Community, Nanwan Street, Longgang District, making application for international consultation, signing contracts and handling all relevant matters.

参赛单位（盖章）：

Competitor (seal)

日期： 年 月 日

Date:

说明：1. 本证明书要求参赛单位提供加盖公章后的原件方为有效。

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

2. 须提供法定代表人的身份证复印件（附后）。

2. A photocopy of legal representative's identity card shall be provided (attached).

## 附件5 法定代表人授权书（参考备用）

## Attachment 5: Power of Attorney of the Legal Representative (For Reference)

（参赛单位全称）法定代表人（姓名、职务）授权（被授权代表姓名、职务）为本公司合法代理人，参加贵司组织的龙岗区南湾街道南岭村社区土地整备利益统筹项目城市设计国际竞赛活动，代表本公司处理竞赛活动中的一切事宜。包括但不限于：报名、谈判、签约等。参赛单位代表在竞赛过程中所签署的一切文件和处理与之有关的一切事务，本公司均予以认可并对此承担责任。参赛单位代表无转委权。特此授权。

The legal representative (name and title) of (full name of the competitor) hereby authorizes (the name and title of the authorized representative) as the Company's lawful agent to participate in the activity for International Urban Design Competition of the Land Consolidation Interest Coordination Project for Nanling Village Community, Nanwan Street, Longgang District organized by you, and to handle all matters in the consultation activity on behalf of our company, including but not limited to application, negotiation, contract signing, etc. Our company will acknowledge all documents signed and all relevant matters handled by the competitor's representative during the consultation process, and will undertake responsibilities therefor. The competitor's representative does not have the right of sub-entrustment.

本授权书于\_\_年\_\_月\_\_日签字生效,特此声明。

It is specially stated here that the Power of Attorney is signed and effective from \_\_\_\_\_(date).

被授权人： 职务：

Authorized representative: Title:

联系电话： 手机：

Telephone: Mobile Phone:

身份证号码：

ID No.:

参赛单位（盖章）：

Competitor company (seal):

法定代表人（签名）：

Legal representative (signature):

被授权人（签名）：

Authorized representative (signature):

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

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

2. 提供代理人的身份证复印件（附后）。

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