

## 附件 1

### 资格预审申请材料

为便于各应征申请人通过资格预审，应征申请人的全部资料必须真实准确、详细和直观，以便主办方做出有依据的判断，证明其满足上述要求能有效地履行设计义务。

In order to help each applicant pass the prequalification, all the application information must be true, accurate, detailed and intuitive, so that the sponsor can make sound judgment to prove that the applicant meets the above requirements and is able to effectively fulfill the design obligations.

应征申请人必须按以下要求编制资格预审申请文件，同时在编制目录时编制对应的页码。所提供的各类证明材料如为复印件，应征申请人应在复印件上加盖公章确认其真实性。任何提供虚假证明资料的应征申请人，均将被取消进入资格预审的资格。

The applicant is required to prepare the prequalification application documents according to the following requirements, and indicate the page number when preparing the contents. If copies of the supporting materials are provided, they shall be stamped with the official seal of the applicant to confirm their authenticity. Any applicant providing false supporting materials will be disqualified from prequalification.

**注：请各应征人按照以下顺序编制资格预审文件，并制作目录。**

Note: All applicants are required to prepare the prequalification documents based on the following order and make contents.

#### 1. 报名文件的内容要求

##### 1. Requirements for contents of the application documents

报名文件要求 A4 规格 (210mm×297mm)，双面打印，软皮封面装订成册，并列目录，内容不超过 70 张纸（不含封面和目录，正文页码数不超过 140）。格式参照第三部分资格预审报名文件格式。

The application documents should be double-sided printed on at most 70 pieces of A4 paper (210mm×297mm) (excluding the cover and contents; the top page number shall be 140 at most.). In addition, they shall be provided with soft covers and

contents and bound into a volume. Please refer to *Part 3: Reference of Prequalification Application Document* for the format.

资格性（符合性）文件，须包含：

Qualification (conformity) documents must include the following details:

(1) 海盐古城复兴城市设计及重点片区建筑概念设计方案国际征集报名表

Application form for Urban Design for Haiyan Ancient City and Architectural Concept Design for Key Areas

（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）；

(original; signed and stamped with official seal; filled in separately by each member of the joint group; See Annex 1 and Annex 2.)

(2) 营业执照复印件（加盖公章）；

Duplicates of business license (with official seal)

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

Note: If design institution in Hong Kong, Macao, Taiwan or foreign countries are unable to provide evidence documents, the registration certificate of the company shall be presented (They shall be translated into Chinese if they are in other languages.).

(3) 法人有效身份证明文件（签字并加盖公章）；

Valid identity certificate of legal representative (with signature and official seal)

(4) 法人授权委托书证明书及受委托人有效身份证明文件（签字并加盖公章）；

A power of attorney of legal representative and valid identity certificate of the entrusted person (with signature and official seal)

(5) 公司简介；

Company profile

(6) 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；

If it is an overseas applicant institution, local practice license, identity certificate and authorization certificate materials must be provided.

(7) 报名机构如为联合体，须提供以联合体名义报名的联合体成员单位共同签署的“联合体协议”，并明确主体机构（原件，加盖公章）。

If it is an applicant group, an agreement of joint group which is signed by the group members applying for the call in the name of the group must be provided, and the main institution must be specified (original; with official seal).

(8) 承接过的同类型设计项目证明资料，应包含：

Proofs of similar design projects undertaken shall include:

同类型设计项目汇总表；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；项目证明图片（实景照片或设计图等）；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）且业绩要求应满足 应征人（独立或联合体）在近 10 年内具有至少 1 项以下业绩：

Summary sheet of similar design projects; overview of the project, including project introduction, design details undertaken, chief designer, main designers and their division of labor, information and contact details of the owner, project performance (in progress or completed); project pictures (real pictures or design drawing, etc.); bid-winning notification or contract signature page, and the contract page which shows the project scale (copies; with official seal) According to the performance requirement, the applicant (independent or joint group) shall, in the past ten years, have made at least one of the following performances:

具有丰富的城市有机更新、历史文化街区保护等同类项目经验和案例；

Design experience and cases of similar projects such as urban organic renewal and historical and cultural block protection

具有丰富的都市产业策划、中心城区业态策划等同类项目经验和案例；

Design experience and cases of similar projects such as urban industry planning and business format planning of central urban area.

具有丰富的城市设计的设计经验和案例。

Rich urban design experience and cases

(9) 拟承担本项目的团队成员资料，应包含：

The information of group members to undertake the project shall include the following details:

项目团队成员及分工一览表；首席设计师主导过的同类型项目汇总列表；团队成员简历；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；及专业、工作经验证明材料；且设计负责人或主创人员具有至少 1 项以下业绩：

List of group members and their division of labor; summary list of similar projects led by chief designer; resumes of team members; supporting materials of similar projects led by chief designer, such as signature pages (copies; with signature and seal) of relevant design achievements; proofs of professions and working experience. The design responsible person or main designers shall have made at least one of the following performances:

承担过 1 个及以上的城市有机更新、历史文化街区保护等项目的设计负责人或主创设计师；

Design responsible person or main designers for one or more comprehensive transport hub and station-city Integration projects

承担过 1 个及以上的都市产业策划、中心城区业态策划等项目的设计负责人或主创设计师；

Design responsible person or main designers for one or more Urban organic renewal, protection of historical and cultural blocks Integration projects

承担过 1 个及以上城市设计的设计负责人或主创设计师。

Design responsible person or main designers for one or more urban design projects

(10) 阐述本项目规划设计理念、业态定位思路的文本（文本形式不限，不超过 20 页）

Text explaining the planning and design concept of the project and the positioning ideas of the business format (no more than 20 pages)

(11) 设计机构认为有帮助的其他资料。

Other information that the design agency considers helpful

注：

以上报名材料请采用中文或中英文对照格式；

The above application information shall be in both Chinese and English.

如为联合体报名，则需提供联合体成员单位的以上所有资料。

If it is a group applicant, all the above information of the group members shall be provided.

## 2. 资格预审文件的递交

### 2. Submission of prequalification documents

(1) 设计机构（联合体）必须按要求编制资格预审申请文件，同时在编制目录时编制对应的页码，提交的文件应遵循环保原则，避免过度包装。

The design institution (joint group) is required to prepare the prequalification application documents according to relevant requirements, and indicate the page number when preparing the contents. In accordance with environmental protection rule, excessive package of documents submitted shall be avoided.

(2) 纸质文件：报名文件需要独立封装成册，分别提供 1 份正本和 5 份副本（正本 1 份，正本封面须标注“正本”、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，正本内页均需加盖单位公章【联合体加盖联合体牵头单位公章】；副本 5 份，封面及签署页签章【联合体加盖联合体牵头单位公章】或使用彩色复印件，并在封面标注“副本”）。

Paper documents: The application documents shall be bound into a volume separately, and one original and five copies are required respectively (one original whose cover is marked with “Original”, names of both the project and the design institution, is stamped with the official seal [the official seal of the leading member of the joint group] and is signed by the legal representative or its authorized representative. The main part of the original shall be stamped with the official seal [the official seal of the leading member of the joint group]; five copies whose cover and signature page shall be affixed [the official seal of the leading member of the joint group]; or there shall be five color copies with “Copy” marked on the cover. )

(3) 电子文件：含盖章后的正本扫描件；副本为可复制的 WORD 文档和 PDF

文档，需提交 U 盘 3 套。同时请将报名资料电子文档发送至以下邮箱：  
mashanshan@nbev-hkb.com。

Electronic documents: They are the scanned copies of the original with official seal. The copies are reproducible word and PDF documents, and three sets of U-disk documents shall be submitted separately. Meanwhile, please email the application information to mashanshan@nbev-hkb.com.

(4)密封要求: 资格预审报名文件及电子文件应分别密封包装在 2 个包装袋内，并在密封袋上注明“海盐古城复兴城市设计及重点片区建筑概念设计方案国际征集”、“设计机构名称”。密封袋的封口处均应加盖设计机构公章（如为联合体，可由联合体牵头单位盖章）。

Seal requirements: The prequalification application documents, conceptual design scheme and electronic documents shall be sealed in three separate bags on which the “International Competition for Urban Design for Haiyan Ancient City and Architectural Concept Design for Key Areas” and name of design institution shall be marked. The seal of the bag shall be stamped with the official seal of the design institution (if it is a joint group, a seal of the leading member of the group is needed).

(5) 设计机构需将纸质版报名文件在 2021 年 05 月 09 日 17:00 之前送达或邮寄至浙江省海盐县武原街道枣园西路 178 号。递交截止时间如有调整以最新通知的为准。

The design institution shall send or mail the paper application documents to 178 Zaoyuan West Road, Wuyuan Street, Haiyan County, Zhejiang Province, China before 17:00 on August 9, 2021. In case of any change of the deadline for submission, the latest notice shall prevail.

(6) 资格预审文件以最终收到的纸质资料为准，在截止时间以后收到的文件将不予受理。

The prequalification documents shall be subject to the final received paper materials, and any documents received after the deadline will not be accepted.

### 3. 特别要求

### 3. Special requirements

应征申请人应当对其提供的资格预审申请文件的真实性负责，主办方在发出竞赛通知书前任何时间发现应征申请人提供虚假文件或涉嫌造假的，均有权拒绝应征申请人的应征或取消其竞赛资格。

The applicant shall be responsible for the authenticity of its prequalification application documents. If the documents are found to be false or suspected of being forged at any time before the release of competition notice, the sponsor has the right to refuse the application of the applicant or cancel its competition qualification.

#### **4. 否决性条款**

##### **4. Veto clause**

(1) 资格预审申请文件有下列情形之一的，主办方将不予受理：

In one of the following cases, the prequalification application documents will not be accepted by the sponsor:

文件送达时间及地点不符合本资格预审文件规定的；

The documents are not mailed according to time and address specified in this prequalification file.

(2) 资格预审申请文件有下列情形之一的，资格预审符合性审查不合格：

In one of the following cases, conformance investigation of prequalification application documents is below standard:

① 应征申请人不符合资格预审报名条件要求的；

The applicant fails to meet the requirements of prequalification application.

② 组成联合体应征，未提交联合体协议书的；

The joint group applies for the call, but no agreement of the group is submitted.

③ 同一集团公司及其子公司，法定代表人为同一人的两个或两个以上的法人提交资格预审文件的；

The prequalification documents of the same group company and its subsidiaries whose legal representatives are two or more legal persons of the same person are submitted.

④ 参加联合体的各成员以自己的名义单独应征，同时参加两个或两个以上的联合体应征。

Member of the joint group applies independently in its own name, and

participate in two or more groups at the same time for application.