

## **TERMS AND CONDITIONS OF THE COMPETITION**

for the Development of the Architectural, Space and Stylistic Concept  
of Housefronts under the Housing Stock Renovation Program in Moscow

**Moscow, 2020**

## **Glossary and canons of interpretation**

The following capitalized wordings and phrases in the Competitive Documentation (terms) have the meanings given in this article:

### **"Agreement with Participant"**

means an agreement concluded upon completion of the Qualification Selection between the Organizer and each Participant, under which such Participant shall grant the Originator (and the Organizer) exclusive rights to use the Concept prepared by him, and the Organizer shall pay the Participant a reward for granting such rights and to compensate the Participant's costs for the development of the Concept and participation in the Competition in a predetermined amount;

### **"Award Panel"**

means the judges of the Competition;

### **"Originator"**

means the Committee for Architecture and Urban Planning of Moscow (Moskomarkhitektura);

### **"Application"**

means the information and documents to be submitted by the Applicant for participation in the Qualification;

### **"Qualification Selection"**

means the stage of the Competition at which Participants shall be selected from the list of Applicants. The Qualification Selection begins with the registration of the Applications submitted by the Applicants and ends with the judges' decision to recognize certain Applicants as Participants;

### **"Qualification report"**

means a written document drawn up by the Organizer in which all Applications submitted by the Applicants shall be presented by the Organizer;

### **"Competition"**

means the competition held on the basis of the Competitive Documentation for the Development of the Architectural, Space and Stylistic Concept of Housefronts under the Housing Stock Renovation Program in Moscow;

### **"Competitive Documentation"**

means the Competitive Documentation, which includes:

- Invitation to participate (announcement of competition);
- Terms and conditions of the competition;
- Terms of reference;

### **"Competitive offer"**

means a set of information and matters to be submitted by the Participants under the Competition. The Competitive offer includes the Concept, as well as all presentation matters (Appendix 4).

**"Competitive Criteria"**

means the criteria according to which the Concepts presented by the Participants shall be evaluated and compared. The Competitive Criteria are given in Appendix 5;

**"Consortium"**

means the association of two or more persons who act in the Competition as a single Applicant or Participant;

**"Concept"**

means as the context requires:

- materials containing and demonstrating (in text or graphic form) the main design solutions;
- objective form of presentation of such a project as a certain composition of information media (albums and models). Scope, content and execution requirements for the Concept are given in Appendix 4.

**"Organizer"**

means the State Autonomous Institution «Genplan Institute of Moscow» as a specialized organization holding the Competition;

**"Disclosure letter"**

means an informal letter to be submitted to the Organizer by Applicants who, in accordance with the provisions of the Competition Terms, may be deemed to have the ability to influence the result of the Competition;

**"Design site"**

Means 1 (one) of 31 (thirty-one) renovation areas proposed for the design of housefront solutions;

**"Winner"**

means the Participant, whose Concept was assigned the first number based on the results of the evaluation and comparison of the Concepts presented by the Participants for each design site by the Award Panel;

**"Applicant"**

means an individual or a Consortium wishing to participate in the Competition;

**"Works"**

means all and any copyright objects, including without limitation works of architecture and urban planning, including in the form of designs, drawings, images and layouts, as well as any element of a complex object, including several protected results of intellectual activity;

**"Competition website"**

means the website at: <https://thefaceofrenovation.ru/>

**"Project Area"**

means the area in relation to which the work shall be performed (the boundaries of the area in relation to which the work will be performed will be transferred to each Participant as part of the initial data).

### **"Technical evaluation"**

means the stage of the Competition, within which the Experts shall evaluate and compare the Concepts submitted by the Participants for compliance with the requirements of the Competitive Documentation, Competitive Criteria, applicable design and construction norms and regulations and, in general, for their practical feasibility, and provide their opinions on this matter;

### **"Technical report"**

means a written document drawn up by the Organizer, in which the Organizer summarizes the comments and remarks provided by the Experts in their opinions regarding the Concepts, and also provide its conclusion regarding the compliance of the Concepts submitted by the Participants with the Competitive Criteria and Requirements of the Terms of Reference;

### **"Terms of reference"**

means a detailed description of the Originator's requirements in relation to the creation of the Concept;

### **"Terms and conditions of the competition"**

means the terms and conditions of the Competition;

### **"Participant"**

means an Applicant who has passed the Qualification Selection and is recognized by the decision of the judges as a participant in the Competition;

### **"Expert"**

means each of the persons listed in Appendix 6;

### **"Expert council"**

means a special advisory body of the Competition, made of representatives of the Experts, delegated at the request of the Organizer. The Expert Council provides the Award Panel with advice in evaluating and comparing the Concepts, including explaining to the Award Panel members, upon their request, individual remarks and comments of the Experts expressed in the framework of the Technical evaluation.

### Canons of interpretation

The following rules of interpretation apply to the Competitive Documentation:

a) any references to "Sections", "Articles", "Clauses" and "Appendices" are (with the exception of such references in Appendices, which form a separate document with own internal structure) references, to sections, articles and clauses of the Competitive Documentation and its annexes respectively;

b) Applications are integral parts of the Competitive Documentation;

c) When mentioning a particular contract, agreement or obligation, possible amendments, additions, replacement of a party, novation of the corresponding contract, agreement or obligation that may be made from time to time shall be also meant;

d) any reference to an affiliate of a certain person means (i) a person who is qualified as an "affiliate" in accordance with the laws of the Russian Federation; or (ii) if at any point in time the legislation of the Russian Federation does not provide for a

definition of the term “affiliated person”, such a person who is qualified as a member of a “group of persons” in accordance with the legislation of the Russian Federation; and any reference to a legal provision (with the exception of explicit references to the numbers of articles and parts of articles of specific legal acts, which should be interpreted as references to the numbers of articles or parts of articles of specific legal acts as of the date of the Competitive Documentation) shall be a reference to such a provision, taking into account the existing the corresponding moment in time of amendments, additions, including related bylaws, as well as the rules of its practical application and interpretation prevailing at that moment, taking into account any clarifications and adjustments contained in other legal provisions, official recommendations and judicial acts (including in specific cases).

## **1. General information on the Competition**

### **1.1. Subject of the Competition**

The subject of the Competition is the Development of the Architectural, Space and Stylistic Concept of Housefronts under the Housing Stock Renovation Program in Moscow (hereinafter the Concept).

### **1.2. Purpose of the Competition**

Purpose of the Competition is:

a) preparation of Concepts and selection of the best from them, the most consistent with the Terms of Reference and Competitive Criteria, providing high-quality housefront solutions as part of the implementation of the program for the renovation of the housing stock in the city of Moscow;

b) Organization of a high-quality living environment and the creation of an attractive and varied look of residential buildings as part of the implementation of the program for the renovation of the housing stock in the city of Moscow by developing modern technological housefront solutions that meet up-to-date safety and efficiency requirements, including operational ones.

### **1.3. Originator**

The Public Originator for the development of the Concept is the Committee for Architecture and Urban Planning of the city of Moscow.

### **1.4. Organizer**

State Autonomous Institution «Genplan Institute of Moscow».

## **2. Concluding a contract with the Project Designer**

### **2.1. Intention to develop the Project**

a) The Originator confirms his intention to develop the project based on the Concept recognized as the best, based on the results of the Competition.

b) The winner will be guaranteed involvement in the further development of the architectural concept.

c) Participants transfer exclusive rights to the Concepts prepared by them.

d) It is hereby stipulated that during the implementation of the Project, the Originator will have the right, at his discretion:

(i) not to implement individual elements of the Concept;

(ii) to request from the Winner to make changes to the design solutions shown in the Concept;

e) It is also stipulated that if a Consortium acts as the Winner, the Originator will have the right to demand replacement of any of the Consortium participants during the implementation of the Project, with the exception of the Consortium leader, as defined in clause 10.2 (b) below.

## 2.2. Exclusive rights to the Concept

a) Under the Competition, all Participants shall transfer to the Originator (or any person acting on behalf of the Originator) exclusive rights to the Works contained in the Concept.

b) Under the Competition, the Participants shall transfer to the Originator, among other things, the rights to use the Concept, mainly related to its public disclosure, in accordance with clause 14.2 below.

## **3. Procedure and schedule of the Competition**

### 3.1. Procedure of the Competition

Below in this paragraph, the procedure for holding the Competition is briefly described to create a general idea of the sequence of its stages and procedures.

#### *Qualification Selection*

a) The Competition shall be considered to be announced, and the application acceptance shall be opened at the time of posting of the Competitive Documentation on the Competition website as part of the Invitation to Participation and the Competition Terms;

b) The Applicants shall submit Applications (see article 11 below).

c) The Applications shall be checked for compliance with the requirements of the Competitive Documentation;

d) Based on the results of the check, the Organizer shall prepare a Qualification Report and submit it to the Award Panel for consideration (see article 12 below).

e) The Award Panel shall select a maximum of ninety-three (93) Contestants from among Applicants (see clause 13 below).

f) Terms of Reference and Terms and conditions of the Competition, including all Appendices, shall be provided to the Participants.

#### *Preparation and submission of Competition Offers*

g) The Organizer shall conclude with each Participant a Participation Agreement (see article 14 below).

h) The Participants will independently visit the Area in question, if necessary (see Article 15 below).

i) The Organizer, together with the Originator, shall conduct a Preliminary seminar for the Participants (see article 15 below).

j) The Participants shall prepare and present Concepts (see article 16 below).

#### *Preliminary evaluation*

k) The Experts shall review the Concepts for compliance with the Terms of Reference and Competitive Criteria and prepare their opinions (see clause 17.2 below).

l) Based on the opinion of the Experts, the Organizer shall prepare a Technical Report and submit it to the Award Panel (see clause 17.3 below).

### *Determining of winners*

m) The Award Panel shall review the developed Concepts, and based on the results of their evaluation and comparison, determine their rating (see paragraph 19 below).

n) The final decision on the selection of the Winners is approved by the Competition Committee based on the ranking of the Concepts approved at the second meeting of the Award Panel.

o) The competition shall be completed at the moment of publication of the Award Panel decision on the selection of the Winners.

### 3.2. Competition schedule

The schedule of events and activities within under the Competition is given in Appendix 1.

## **4. Organizer**

### 4.1. Organizer

The Organizer of the Competition on behalf of the Originator shall be the State Autonomous Institution «Genplan Institute of Moscow».

### 4.2. Authority of the Organizer

The Organizer is an organization authorized by the Originator to perform functions related to the Competition, including:

- a) preparation of the Competitive Documentation;
- b) publication of the Invitation to Participation and the Competition Terms and other notices and materials related to the Competition;
- c) monitoring compliance with the Competition procedure;
- d) receiving messages, information and documents from the Applicants and Participants, including Qualification Applications and Concepts;
- e) maintenance of the Competition Site;
- f) distribution of notices;
- g) organizing and conducting preparatory and orientation events, including the Preliminary seminar;
- h) ensuring interaction between the persons participating in the conduct and organization of the Competition;
- i) verification of Applications for compliance with the provisions of the Competitive Documentation;
- j) verification of the Concepts for compliance with the Terms of Reference and the Terms of the Competition, preparation and submission for consideration of the Originator and the Award Panel of reports on the identified inconsistencies;
- k) cooperation with the Experts;
- l) preparation of materials for the Award Panel meetings, including the Qualification and Technical Reports;
- m) ensuring the holding of the Award Panel meetings;



- n) clarification of the provisions of the Competitive Documentation to Applicants, Participants and Panel members;
- o) taking minutes of the Award panel meetings;
- p) vote counting at Award panel meetings.

## **5. Award panel**

### **5.1. Award panel**

a) The Award Panel is the working body of the Competition. The Award panel shall operate in accordance with the provisions of the Competitive Documentation.

b) The Award panel shall bring together representatives of the Originator, the Moscow City Administration, as well as recognized Russian and international architects, public figures and experts in the field of architecture.

c) The Award panel members shall be appointed and act in their personal capacity, and not as representatives of the organizations, the members (participants) of which or of management bodies or employees of which they are. They should neither file, nor ask any person for instructions on how to make decisions related to the competence of the Award panel.

d) During its work, the Award panel shall be guided by the principles of professionalism, independence of opinion and neutrality of refereeing, as well as the provisions of the Competitive Documentation.

e) The Award panel members shall carry out their activities free of charge.

### **5.2. Award panel composition**

The composition of the Award panel is set out in Appendix 3.

### **5.3. Powers of the Award panel**

The powers of the Award panel include:

a) Evaluation and comparison of Applicants and selection of Participants from among the Applicants;

b) Evaluation and comparison of Concepts, selection of Winners;

c) Disqualification of Applicants and Participants.

### **5.4. Award panel meetings**

a) Award panel shall be convened in two (2) stages:

(i) January 18 to January 20, 2021 - to make a decision on the selection of Participants;

(ii) April 12 to April 30, 2021 - to select draw up a rating of the Concepts, the meeting shall take 3 (three) days, at each meeting 10 (at least 10) Design Sites shall be considered.

b) If on a certain date, on which an Award panel meeting is scheduled, there is no quorum or the necessary decision is not made, the Award panel meeting may be postponed by a decision of the Award panel, adopted by the present members or by absentee voting to another day and time within the next ten (10) business days.

c) If on a certain date on which a meeting of the Award panel is scheduled, any member of the Award panel cannot be present in person and take part in the voting, then he has no right to vote at this meeting.

d) The Award panel meeting shall be attended by representatives of the Organizer and the Originator. Representatives of the Organizer shall inform the Award panel about the powers of the Award panel, the objectives of a particular meeting, the procedural rules of the Award panel, including the procedure for voting and decision-making;

e) All Award panel meetings shall be held online.

#### 5.5. Award panel chairman

a) The Chairman of the Award panel shall be the Chief Architect of the City of Moscow, First Deputy Chairman of the Committee for Architecture and Urban Planning of Moscow, Sergei Olegovich Kuznetsov.

b) The award panel chairman

(i) shall accept proposals from members of the Award panel to include issues in the agenda of the meeting;

(ii) shall submit proposals to the agenda of the meeting, formulate agenda items and draft decisions on them;

#### 5.6. Voting and decision making

a) An Award Panel meeting shall be competent (the quorum is reached) if more than half of the payroll Award Panel members is present. To make a decision on the selection of the Winner and draw up a rating of the Concepts, at least two thirds of the payroll Award panel members must be present at the meeting.

b) Decisions:

(i) on the selection of Participants shall be taken;

(ii) on the selection of Winners

shall be taken, unless a different procedure is chosen by the Award panel by way of preferential voting, when selecting the Winners, the voting procedure shall be applied, in which each member of the Award Panel shall rank the Participants in the number according to the number of Participants.

The preferential voting is closed and shall be carried out by balloting.

c) Decisions on other issues, including:

(i) on procedural matters such as: rescheduling a meeting, voting by successive ballots and determining the number of successive ballots;

(ii) on disqualification of an Applicant (clause 13.1 below);

(iii) on the selection of a specific Applicant to replace a retired Participant,

shall be decided by a quantitative vote on the "one-person-one-vote" principle by a simple majority of the Award Panel members present at the meeting.

The quantitative voting shall be open by show of hands.

d) The Award Panel may decide on the selection of the Winner and drawing up the rating of the Concepts by quantitative voting for each such item separately.

## 5.7. Minutes of meeting

- a) Minutes shall be recorded at the Award Panel meetings. The minutes of the Award Panel meeting shall be kept by a representative of the Organizer;
- b) The minutes of the Award Panel meeting shall be executed in two (2) copies, one of which shall be handed over to the Originator and one to the Organizer;
- c) The minutes of the Award panel meeting shall be approved by the Chairman of the Award Panel.

## **6. Experts and Expert Council**

### 6.1. Experts

a) The task of the Experts shall be to conduct a Technical Evaluation, i.e. a preliminary assessment of the Concepts submitted by the Participants for their compliance with the requirements of the Competitive Documentation, the Competitive Criteria, applicable design and construction norms and regulations and, in general, for their practical feasibility;

- b) The composition of the Experts is specified in Appendix 6;

### 6.2. Expert council

a) The Expert Council is a special advisory body of the Competition. The Expert Council shall operate in accordance with the provisions of the Competitive Documentation.

b) The Expert Council shall be formed from representatives of the Experts delegated by them at the request of the Organizer, as well as Experts who shall be invited by the Originator at their discretion;

c) The task of the Expert Council shall be to provide the Award Panel with advice in evaluating and comparing the Concepts, including explaining to the Award Panel members, upon their request, individual comments of the Experts expressed in the framework of the Technical Evaluation.

## **7. Competitive Documentation**

### 7.1. The scope of the Competitive Documentation

The Competitive Documentation includes the following sections, each of which constitutes its integral part:

- a) Invitation to participate;
- b) Terms and conditions of the Competition;
- c) Terms of reference.

### 7.2. Publication and provision of the Competitive Documentation to Applicants and Participants

a) Initially, the Invitation to Participate and the Terms and conditions of the Competition shall be publicly available on the Competition Website.

b) Publication on the Competition Website as part of the Invitation to Participate and the Terms of Competition in accordance with clause 7.2 (a) is

recognized as the announcement of the Competition, and the date of such publication shall be the start date for accepting Applications.

c) After the completion of the first stage of the Competition, the Terms of Reference shall be posted on the Competition Website in the section available to Participants.

## **8. Eligibility to Participate in the Qualifying Selection**

8.1. Experts in the field of architecture and volumetric-spatial design, who have experience of integrated design management from the concept to development of working documentation, as well as experience of designer supervision are invited to participate in the competition. The competition participants must be registered as a legal entity in the Russian Federation or have a Russian representative office. Consortiums are encouraged to participate in the contest. Any participant may invite international experts to the team.

### 8.2. Eligibility to Participate in the Qualifying Selection

a) Organizations acting individually or as part of a Consortium (see article 10 below), with the exception of the entities specified in clause 8.3 below, shall be allowed to participate in the Qualifying Selection, subject to the submission of Applications that comply by their composition, content, design, method and deadline for submitting with the provisions of these Competition Terms.

8.3. For the avoidance of doubt to participate in the Competition each Applicant (a separate organization or a Consortium) must have in the portfolio at least two (2) space and layout design projects, including the development of the "Architectural solutions" section of the "Design documentation" stage.

### 8.4. Persons not allowed to participate in the Qualifying Selection

The following entities shall be not allowed to participate in the Qualifying Selection:

- a) Organizer and its associate contractors;
- b) Applicants recognized by the Award panel in accordance with clause 9.1 below as having a valid opportunity to influence the result of the Competition.

## **9. Disclosure of information**

### 9.1. Grounds for Potential Conflict of Interest

If the Applicant (in the case of a Consortium, any member of a Consortium) is an affiliate of any of the following persons who, for the purposes of this clause, shall be deemed capable of influencing the result of the Competition:

- a) of a member of the Award Panel, as well as an individual subordinate to such a person by official position;
- b) of a person performing the functions of the sole executive body, or members of the collegial executive body of the Organizer (including each of its associate contractors, subcontractors and consultants within under the Competition), as well as an individual subordinate to such a person by official position (at the same time,

for the purposes of this paragraph, an individual shall be not recognized as a subordinate to a certain person by official position, if the employment functions of such a person is solely the implementation of scientific, teaching or other creative activity), such an Applicant may be recognized as having the ability to influence the result of the Competition.

9.2. Disclosure letter

a) If there are grounds provided for in clause 9.1 above, the Applicant shall be obliged to submit to the Organizer a Disclosure Letter, depending on the moment the relevant grounds arise:

- (i) or, if there are grounds at the time of submitting the Application, as part of the Application;
- (ii) or, if appropriate grounds arise in the future, immediately after their occurrence.

b) The disclosure letter shall be informal and must contain:

- (i) an indication of the basis on which the Applicant can be recognized as having the ability to influence the result of the Competition in accordance with clause 9.1 above, including an indication of the person with whom the Applicant is associated;
- (ii) nature of the relationship - the basis on which the Applicant is or can be recognized as an affiliate of the relevant person;
- (iii) association features - any additional information about the relevant association, which, in the opinion of the Applicant, may be useful for assessing the actual capabilities of the Applicant to influence the result of the Competition.

c) The fact of submission and the content of the Disclosure Letter should be included in the Qualification Report, copies of such letters shall be presented at the Award Panel meeting, which shall decide on the selection of Participants from among the Applicants.

d) Failure by the Applicant or Participant to submit a Disclosure Letter, when required by clause 9.1 above, shall be an unconditional ground for disqualification of the Bidder or Participant.

## **10. Participation of Consortia**

10.1. Consortium

a) Persons wishing to take part in the Competition can join a Consortium. It is assumed that Consortia will be formed to participate in the Competition, including Russian and foreign professionals in the field of space and layout design and housefront solutions. Moreover, the functional competence of each member of a Consortium may include more than one discipline.

b) Persons united in a Consortium shall submit a single Application on behalf of such Consortium and shall be recognized for the purposes of the Competition as a

single Applicant, and further, if such Applicant passes the Qualification selection, as a single Participant.

c) An Applicant wishing to participate in the Competition in the form of a Consortium, shall submit, as part of the Application, a Declaration on the organization of the Consortium, engaging subcontractors and consultants.

d) A participant of one Consortium cannot apply for participation in the Competition individually or as part of another Consortium.

e) It is mandatory to involve a Russian participant in the Consortium, which will be the Leader of the Consortium, whose functional competence within the Consortium would include ensuring the compliance of the Concept with Russian urban planning standards or engaging an appropriate Russian specialist to work with the Consortium as a subcontractor or consultant.

#### 10.2. Consortium leader

a) Only a Russian company can be the leader of a Consortium.

b) The Leader of a Consortium in relations with the Organizer and the Originator under the Competition shall be recognized as representing the interests of all members of such Consortium.

c) The Leader of the Consortium, his representative for communication on issues related to the Competition, and his contact details should be indicated in the Declaration on the organization of the Consortium, engaging subcontractors and consultants.

### **11. Application procedures**

#### 11.1. Application

Scope, content and execution requirements for the Application are given in Appendix 2.

#### 11.2. Application acceptance

a) The deadline for Applications submission shall be 6:00 PM Moscow time, December 24, 2020.

b) The application shall be submitted:

(i) by electronic means: in the form of a set of electronic documents submitted via the Competition Website;

(ii) by electronic means: a compiled album according to the list and requirements presented in Appendix 2, in the form of a set of copies of documents and materials sent to the email address: [contest@genplanmos.ru](mailto:contest@genplanmos.ru).

c) At any time before the expiration of the period specified in clause 11.2 (a) above, the Applicant has the right to amend his Application by sending to the Organizer a corresponding notification (with the attachment of changed and (or) updated information and documents, if necessary).

#### 11.3. Costs of preparing and submitting Applications

- a) Expenses incurred by Applicants in connection with the preparation and submission of Applications shall be not compensable;
- b) Neither the Originator nor the Organizer shall provide the Applicant with any assistance in preparing and submitting Applications.

## **12. Verification of Applications**

### **12.1. Verification of Applications**

- a) The Organizer shall check the Applications for the completeness of the information provided, their accuracy and reliability.
- b) To check the reliability, accuracy, completeness of the information and documents provided with the Application, the Organizer has the right (but is not obliged) to request clarifications and comments from persons indicated in it, as well as the provision of documents and information to be provided in accordance with these Terms of the Competition, but not submitted, as well as receive information and documents from official publicly available sources.

### **12.2. Rejection of applications**

a) The Organizer has the right to reject any Application and prevent the Applicant who submitted it from participating in the Qualifying Selection for the following reasons:

- (i) The same Applicant has submitted more than one Application, including: the prohibition provided for in clause 10.1 (d) above has been violated (in this case, only one Application submitted first will be accepted, or in case of simultaneous submission, at the option of the Organizer);
- (ii) As for the scope, content, execution, method of or deadline for submission does not meet the requirements of the Competitive Documentation;
- (iii) The application contains inaccurate information;
- (iv) The application was submitted at the end of the deadline for submission;
- (v) The Organizer or the Originator received an official confirmation, or it became known from official publicly available sources that the Applicant (in the case of a Consortium, any member of such Consortium) decided on voluntary liquidation or referred to court with an bankruptcy notice or a claim for forced liquidation or adjudication in bankruptcy), or its activities are administratively suspended.

b) Based on the results of the check, the Organizer shall notify the Applicants of eligibility to participate in the Qualifying Selection or rejection of the Application in the form of an electronic notification.

### **12.3. Qualification report**

- a) The organizer shall prepare the Qualification Report and submit it to the Originator and the Award panel members as part of the meeting materials.
- b) The Qualification Report is a summary of the Applications submitted by the Applicants and, in cases stipulated by the Terms of the Competition, the information

received by the Organizer from official publicly available sources as part of the verification of the information contained in the Application.

c) The qualification report shall be created in order to facilitate the Award panel to become familiar with the array of information provided in the Applications, and shall be for informational and consulting purposes only.

### **13. Selection of Participants**

#### **13.1. Denial of admission to the Qualifying Selection**

a) At the meeting of the Award Panel, which addresses the issue of selecting Participants from the list of Applicants, initially before proceeding to the resolution of the selection issue, the Award Panel shall resolve the issue of excluding conflicts of interest in relation to the Applicants.

b) In the event that an Applicant fails to submit the Disclosure Letter, when, in accordance with clause 9.1 above, this is mandatory, the Applicant shall be not allowed to participate in the Qualifying Selection based on the Award panel's decision without assessing the Applicant's ability to influence the result of the Competition.

c) When deciding on the admission to participation in the Qualification Selection of an Applicant who has a relationship with a certain Award Panel member, such Award Panel member shall be not entitled to participate in voting.

#### **13.2. Selection of Participants**

a) Participants are Applicants who have been approved by the Award panel for further participation in the development of the Concept.

b) If, within 10 calendar days after the Award Panel meeting, in which the issue of selecting Participants from the list of Applicants shall be decided, the Participant for any reason withdraws from participation in the Competition, each next Applicant shall be recognized as a Participant with a higher sequential number, unless the Award Panel makes a special decision to select a specific Applicant as a replacement for the retired Participant.

### **14. Contract with the Participant**

#### **14.1. Contract with the Participant**

a) Within 30 (thirty) business days from the date of completion of the Qualification Selection, the Organizer (as an agent of the Originator) shall conclude such a Contract with each Participant.

b) The Contract with the Participant shall provide for the Participant's obligation to prepare and transfer the Concept to the Organizer, to transfer to the Originator exclusive rights to the prepared Concept.

c) The Contract with the Participant shall provide for compensation to the Participant of its costs for the creation of the Concept and participation in the Competition in a predetermined amount of 1,000,000.00 ruble including VAT 20% for the developed Concept for one (1) Design Site.

#### **14.2. License to use the Concept**



a) As stated in clause 2.2 above, the Participants shall transfer the exclusive rights to the Works contained in the Concept. At the same time, within the framework of the Competition, each Participant shall grant the Originator (and the Organizer) the following rights to use the Works contained in the Concept presented by him:

- (i) reproduction right;
- (ii) right of public display;
- (iii) right to broadcasting;
- (iv) right to cable transmission;
- (v) right to translation;
- (vi) right to publish in the public domain.

b) The said rights to use the Concept shall be transferred by the Participant to the Originator without limitation of the term and area of use.

c) The reward paid by the Organizer to the Participant for granting the specified rights to use the Concept shall be included in the total amount of reward in accordance with clause 14.3 (a) below.

#### 14.3. Compensation of Participants' expenses for participation in the Competition

a) Each Participant shall be paid a reward in the amount of 1,000,000.00 rubles for the developed Concept for one (1) Design Site, including value added tax of 20%. The said amount includes:

- (i) license fee of the Participant for the transfer of exclusive rights to the Concept;
- (ii) compensation of material and labor costs of the Participant for the preparation and presentation of the Concept.

b) The payment of the amount specified in clause 14.3 (a) above shall be made in two installments:

- (i) a payment in the amount of 30% (thirty percent) shall be paid within fifteen (15) business days from the date of conclusion of the Agreement with the Participant;
- (ii) the rest 70% (seventy percent) shall be paid no later than twenty (20) working days after the Award Panel decides to select the Winner.

c) Should the Participant fail to provide the Concept in accordance with the provisions of these Competition Terms, the Participant is obliged to return the money paid to him in accordance with the Contract with the Participant.

### **15. Preliminary seminar**

#### 15.1. Preliminary seminar:

a) Within 5 (five) working days after the first meeting of the Award Panel, the Organizer, together with the Originator, shall conduct a Preliminary Seminar for the Participants in online format in order to:

- (i) Present the Terms of Reference approved by the Originator;
- (ii) Clarify individual requirements of the Originator for the Concept;

- b) The specific time limits of the Preliminary Seminar will be announced additionally by posting a notice on the Competition Website;
- c) It is separately stipulated that the visit to the Design Sites shall be carried out independently by the Participants, if necessary.

## **16. The procedure for submitting Competition Offers**

### 16.1. Competition Offers

Scope, content and execution requirements for the Competition Offers are given in Appendix 4.

### 16.2. Acceptance of the Competition Offers

- a) The deadline for acceptance of the Competition Offers shall be 6:00 PM Moscow time, March 26, 2020;
- b) The Competition Offer shall be submitted in the form of an electronic and printed set of materials and sent to the address specified in clause 21.2 (b) below, by post, courier or express delivery service.
- c) Upon delivery of the Competition Offer by mail or courier delivery service, the Competition Offer shall be deemed submitted on time if:
  - (i) the corresponding shipment was sent for sending to the postal (determined by the postal date stamp) or courier service no later than March 26, 2021;
  - (ii) such a shipment was actually received by the Organizer no later than 6:00 PM on March 26, 2021 inclusive.

### 16.3. Costs of preparing and submitting Concepts Matters.

- a) The costs incurred by the Participant in connection with the preparation and submission of the Competition Offer shall be compensated under the Terms of the Agreement with the Participant as part of the reward paid to him for participation in the Competition;
- b) Neither the Originator nor the Organizer shall provide the Participant with any assistance in the preparation and submission of Competition Offers, including (without limitation) in connection with the movement of relevant materials across the customs border of the Russian Federation.
- c) Materials that make up the Competition Offer will not be returned.

## **17. Preliminary evaluation**

### 17.1. Competitive Criteria

The Competitive Criteria are given in Appendix 5;

### 17.2. Technical evaluation

- a) Within 3 (three) calendar days from the date of expiry of the deadline for submitting Offers, the Organizer shall provide the Experts with access to their personal account on the Competition Website, where the Concepts submitted by the Participants shall be downloaded for the Technical Evaluation;

b) As part of the Technical Evaluation, the Experts shall check the Concepts submitted by the Participants for compliance with the Terms of Reference and Competitive Criteria;

c) The Experts shall conduct the Technical Evaluation of the Concepts within 7 (seven) working days from the date of their receipt from the Organizer;

d) The results of the Technical Evaluation shall be drawn up by written opinions of the Experts in relation to each Concept in the form of comments in the personal account on the Competition Website.

### 17.3. Technical report

a) The Organizer shall review the Concepts for compliance with the Competitive Criteria and the Terms of Reference, as well as consider the Expert Opinions and prepare a Technical Report based on the results.

b) The Technical Report will represent a summary of the Expert Opinions, also containing an analytical part, in which the Organizer shall assess the compliance of the Concept with the Competitive Criteria and the Terms of Reference.

17.4. The technical report shall be for consultation purposes only, and the Award Panel shall be not bound by its provisions when considering the Concepts. If any clarifications regarding the comments and remarks of the Experts are required, the Award Panel may contact the members of the Expert Council.

## **18. Disqualification of Participants**

### 18.1. Grounds for disqualification of Participants

a) The participant may be not allowed to participate further on the following grounds:

- (i) the Concept submitted by the Participant does not comply with the provisions of the Competitive Documentation in terms of scope and content;
- (ii) The Concept was submitted at the end of the deadline for submission;
- (iii) it was found that the Participant's Application contained inaccurate information;
- (iv) it was found that the Participant failed to submit the Letter of Disclosure, if required by clause 9.1 above;
- (v) The Organizer received an official confirmation, or it became known from official publicly available sources that the Participant (in the case of a Consortium, any member of such Consortium) decided on voluntary liquidation or referred to court with an bankruptcy notice or a claim for forced liquidation or adjudication in bankruptcy), or its activities are administratively suspended.

b) The decision on disqualification shall be made by the Award Panel on the basis of the Organizer's report at the meeting in which the issue of selecting the Winners is decided (clause 5.3 (c) above), in the manner provided in clause 13.1 above for making a decision on admitting (refusing to admit) the Applicant to the Qualifying Selection.

c) Disqualification of any Participant shall entitle for termination of the Agreement with the Participant and the return by the Participant of all the amounts received under it.

## **19. Determining of winners**

19.1. The Award panel shall review the Concepts submitted by the Participants, the Technical Report, if necessary, clarify the comments and remarks of the Experts and assign rating serial numbers to the Concepts for each of thirty-one (31) Design Sites.

19.2. In case of equally divided votes of the members of the Award Panel for certain Concepts, the Award Panel shall conduct a revote in order to determine the unique serial number of each Concept.

19.3. The Participant, to whose Concept the first serial number has been assigned, shall be recognized as the Winner.

19.4. The final decision on the selection of the Winners is approved by the Competition Committee based on the ranking of the Concepts approved at the second meeting of the Award Panel.

## **20. Invalidation of the competition**

20.1. Grounds for declaring the Competition invalid

The competition shall be declared invalid in the following cases:

a) less than thirty one (31) Applicants have been registered to participate in the Competition, or as a result of vacation of a seat, rejection of Applications or refusal to admit to participation in the Qualifying Selection, fewer than twenty-four (24) Applicants are admitted;

20.2. Invalidation of the competition

a) Upon the occurrence of any of the grounds provided for in clause 20.1 above,

b) The Organizer shall post a notification on the Competition Website about invalidation of the Competition. The competition shall be declared invalid from the moment of publication of such a notification.

## **21. General provisions**

21.1. Providing clarifications

a) Any Applicant or Participant has the right to send a request to the Organizer to clarify the provisions of the Competitive Documentation. Such a request shall be sent in writing or electronically to the address specified in clause 21.2 (b) below or via the Competition Site.

b) The Organizer shall be obliged to provide a response to the request for clarification of the provisions of the Competitive Documentation in the form of electronic notification within five (5) business days from the date of receipt of the said request. Applicants' requests should be received no later than three (3) days before the deadline for accepting Applications. The organizer is not obliged to respond to requests received after this period.

c) A delay in the response cannot be considered a ground for extending the deadline for submitting Applications or Competition Offers.

#### 21.2. Addresses

(a) Competition Website Address: <https://thefaceofrenovation.ru/>

(b) The address to which Offers and requests for clarification of the Competition Documents are to be sent:

Mark: Housefront Solutions Competition

Address: 125 047 Moscow, 2nd Brestskaya street, 2/14

E-mail: [contest@genplanmos.ru](mailto:contest@genplanmos.ru)

#### 21.3. Governing law

The law of the Russian Federation shall govern relations of the parties (Applicants, Participants, Originator, Organizer and associate contractors) in connection with the Contest.

#### 21.4. Force of the Competition Terms

These Competition Terms constitute a contract of adhesion between the Originator and the Applicant and become binding for each Applicant from the moment the Organizer accepts the Application submitted by him.

#### 21.5. Amendments to the Competition Terms

The Originator or the Organizer shall be entitled at their discretion to make a decision to amend the Competition Terms no later than five (5) business days before the deadline for accepting Applications. No changes of the subject of the Competition shall be allowed.

#### 21.6. Resolution of disputes

All disputes that may arise from the relations of the parties in connection with the Competition shall be subject to resolution in the Moscow Arbitration Court in accordance with the procedural law of the Russian Federation.

#### 21.7. Language

a) The official languages of the Competition are Russian and English, which means that the Competitive Documentation shall be prepared in Russian and English.

b) Applications are to be submitted in Russian.

c) The text part of the Concepts, including all documents, explications and explanations in the drawings, should be made in Russian and English.

**Competition schedule**

The organizer can make changes to the schedule of the Competition. Information about changes shall be published on the Competition Website.

The application submission period will start on	November 24, 2020
The application submission period will end on	December 24, 2020
Award panel meeting (selection of Participants)	January 18, 2021 – January 20, 2021
Preliminary seminar	January 21, 2021
Participants receive Terms of Reference and design basis	January 21, 2021
Participants work on competitive offers	January 21, 2021 – March 26, 2021
Technical evaluation of projects	March 29, 2021 – April 09, 2021
Award panel meeting	April 12, 2021 – April 30, 2021

## Scope, content and execution requirements for the Application

### 1. Scope and content of the Application:

#### 1.1. Information about the Applicant (individual Applicant or if a Consortium, about the leader of the Consortium)

- a) General information:
  - (i) Contact details of the employee (representative) of the Applicant (if a Consortium those of the Leader of the Consortium), who is responsible for filling out the Application (full name, email, contact phone number);
  - (ii) Name (if a Consortium, strictly according the name of the Consortium leader);
  - (iii) Principal place of business;
  - (iv) Mailing address;
  - (v) Website;
- b) Status and position:
  - (i) A brief description of the history and activities of the organization (no more than 1400 characters) with the compulsory indication of the date of establishment (market access);
  - (ii) Organization's staff (number of management personnel, employees involved in the design, support personnel, temporary employees);
  - (iii) Average annual turnover of the organization (actual turnover for the previous two years and projected one for the current year);
  - (iv) Available international certificates, awards and won competitions over the past 5 years in an amount of no more than 10 (maximum 700 characters) (description, year);
- c) Team:
  - (i) The list of persons who will be involved in the work on the Concept under the Competition (the Applicant's team);

#### 1.2. Applicant's portfolio (of individual Applicant or if a Consortium, strictly that of the leader of the Consortium)

Information on the participation of the Applicant (an individual Applicant or, if a Consortium, strictly on the leader of the Consortium) should include examples of architectural and urban planning projects of residential areas, mixed-use areas, as well as implemented projects, with the emphasis on works on housefront solutions.

The portfolio must be in A4 format (for each project, no more than four (4) projects in total):

- (i) Description;
- (ii) Location;
- (iii) Year of construction start / current state of the project;

- (iv) Primary purpose;
- (v) Area;
- (vi) Work performed under the project, participation status;
- (vii) Visual materials - no more than 5 images for each project.

1.3. Information about the Consortium (the name of the Consortium should be indicated strictly by the name of the leader of the Consortium) if applicable.

Information about the Consortium as follows:

a) structure of the Consortium with a brief description of the functional competence of each member of the Consortium and its contribution to the overall work;

1.4. Forms and copies of documents:

a) Declaration of familiarization with the Competitive Documentation, on agreement with the Competition Terms (accession to the Competition Terms);

The Declaration shall be drawn up on the form given in clause 3.1 of this Appendix 2.

b) Consortium Information

Information about the Consortium shall be presented on the form of the Declaration on the Consortium given in clause 3.2 of this Appendix 2.

c) Disclosure letter

A disclosure letter must be submitted where there is a potential for a conflict of interest (see clause 9.1 above).

d) Copies of documents

(i) Certificate of state registration of a legal entity (extract from the commercial register);

(ii) Competency certificates to work on the front end engineering design and engineering surveys issued by a self-regulatory organization for Russian organizations, or a professional competency certificate confirming permit to work in the field of architecture and urban planning in the country of registration of a foreign organization;



## 2. **Application execution requirements**

2.1. The application shall be submitted by filling the forms on the Competition Website and in electronic form.

2.2. Applications are to be submitted in Russian.

2.3. Information on all sections of the Application should be submitted for each item of each section and **STRICTLY** in the order of items, specified in section 1 of this Appendix 2.

2.4. The application should be executed in electronic form, signed by the head or an authorized representative of the Applicant (if a Consortium, by the leader of the Consortium), sealed with the seal of the organization.

2.5. Materials should be provided as a single A4 booklet in electronic form, **STRICTLY** in the order of the items as specified in section 1 of this Appendix 2, in accordance with forms presented in clause 3.3 below for submission in printed form.

2.6. The packaged electronic version of the Application shall be sent to the address: [contest@genplanmos.ru](mailto:contest@genplanmos.ru).

**3. Forms and samples**

**3.1. The form of the Declaration of familiarization with the Competitive Documentation, on agreement with the Competition Terms (accession to the Competition Terms)**

[LETTERHEAD OF THE ORGANIZATION - AN INDIVIDUAL APPLICANT OR IN THE CASE OF A CONSORTIUM, THAT OF THE LEADER OF THE CONSORTIUM]

We refer to the Competitive Documentation for the International Competition for the Development of the Architectural, Space and Stylistic Concept of Housefronts under the Housing Stock Renovation Program in Moscow. The terms defined in the Competitive Documentation have the same meanings in this Declaration.

We hereby [SELECT: as an individual Applicant OR as leader of the Consortium on behalf of all members of the Consortium specified in the Application] declare as follows:

–we have read the Competitive Documentation, agree with the provisions of the Competition Terms and accede to them;

–we confirm the accuracy of the information provided by us in the Application and the right of the Organizer to request from us, from the authorized authorities, as well as from the legal entities and individuals mentioned in our application, information that clarifies the information provided by us;

–we understand that our Application may be rejected and, if we pass the Qualification Selection, we may be disqualified if the information provided is inaccurate, incomplete or inadequate, and also if we have not submitted a Disclosure Letter, when its submission is mandatory in accordance with the provisions of the Competition Terms;

–we agree to accept the Award Panel's decisions as final.

Date \_\_\_\_\_

Signature/stamp \_\_\_\_\_

### 3.2. Consortium Declaration Form

#### Consortium Declaration

We, the undersigned, hereby declare the following:

1) This Declaration was made by us in connection with our participation in the International Competition for the Development of the Architectural, Space and Stylistic Concept of Housefronts under the Housing Stock Renovation Program in Moscow.

2) The terms (capitalized wordings and phrases in this Declaration) defined in the Competitive Documentation published on the date of this Declaration on the Competition Website are used in this Declaration with the same meaning.

3) This Declaration is an integral part of our Application.

4) We intend to take part in the Competition as part of the Consortium. Please refer to us under the Competition as follows: [NAME OF THE CONSORTIUM].

5) This Declaration is the only document defining the composition of the Consortium, and there are no documents, commitments or promises that provide or suggest the participation of any person not specified in this Declaration in our work as an Applicant or Participant in the Competition (in particular, work on the preparation of the Concept).

6) The Leader of the Consortium is authorized by us and has the rights and powers to represent each and all members of the Consortium under the Competition, in particular: when submitting the Application and concluding the Agreement with a Participant, and further in relations with the Originator, in particular: when negotiating the conclusion of the agreement and directly at the conclusion of the contract. All contacts with our Consortium under the Competition and after its completion in connection with our Competition Offer should be made through the Consortium Leader.

7) Consortium composition:

a) Consortium leader:

[NAME, REGISTRATION NUMBER, LOCATION OF A LEGAL ENTITY, INDICATION OF FUNCTIONAL COMPETENCE WITHIN THE CONSORTIUM WHEN WORKING ON THE COMPETITION OFFER]

b) Other members of the Consortium:

[WITH REGARD TO EACH OF THEM:

i) [NAME, REGISTRATION NUMBER, LOCATION OF THE LEGAL ENTITY]

ii) [INDICATION OF FUNCTIONAL COMPETENCE WITHIN THE CONSORTIUM WHEN WORKING ON THE COMPETITION OFFER]

iii) [DESCRIPTION OF LEGAL RELATIONSHIP WITH THE LEADER OF THE CONSORTIUM, ANOTHER MEMBER OF THE CONSORTIUM (FOR EXAMPLE, A SIMPLE PARTNERSHIP, CONTRACT)]

iv) OTHER INFORMATION AT THE OPTION OF THE  
CONSORTIUM]

Date \_\_\_\_\_

Signature / seal of each consortium representative \_\_\_\_\_

### 3.3. Application form for submission in printed form:

#### 3.3.1. Information about the Applicant (individual Applicant or if a Consortium, about the leader of the Consortium)

Item name	Fill-in-the-blank field
<b>Contact details of the employee</b>	<i>(representative) of the Applicant (if a Consortium - of the Leader of the Consortium), responsible for filling the Application</i>  <i>Full name, e-mail, contact phone number</i>
<b>Name</b>	<i>if a Consortium, strictly according the name of the Consortium leader</i>
<b>Principal place of business</b>	<i>city</i>
<b>Mailing address</b>	<i>postal code, country, city, street, house</i>
<b>Website</b>	
<b>Brief description of the history and activities of the organization</b>	<i>(maximum 200 words) with the obligatory indication of the date of formation (market access)</i>
<b>Organization staff</b>	managing staff - ___ people employees involved in the design - ___ people support staff - ___ people temporary employees - ___ people
<b>Average annual turnover;</b>	<i>(actual turnover for the previous two years and projected one for the current year);</i>
International certificates, awards, competitions won	<i>over the past 5 years in an amount of no more than 10</i>  <i>description, year</i>
The list of persons who will be involved in the work on the Concept	<i>Applicant's team</i>
Information about the project leader	Full name Position work experience <i>(standing in this position)</i> List of projects <i>( in which he and his role was also involved)</i> List of ongoing projects <i>(indicating his role and stage of the project)</i>

3.3.2. Applicant's portfolio (of individual Applicant or if a Consortium, strictly that of the leader of the Consortium):

<b>Item name</b>	<b>Fill-in-the-blank field</b>
Design object name	
Design object location	
Year of construction start / current state of the project	
Primary purpose	
Area	
Work performed under the project, participation status	

## REGULAR AWARD PANEL:

<b>1</b>	<b>Valery Telichenko</b>	Chairman of the Public Staff for Control over the Implementation of the Renovation Program
<b>2</b>	<b>Sergey Kuznetsov</b>	Chief Architect of Moscow, First Deputy Chairman of the Committee for Architecture and Urban Planning of Moscow
<b>3</b>	<b>Anatoly Konstantinov</b>	General Director of the Moscow Foundation for the Renovation of Residential Housing
<b>4</b>	<b>Sergey Lyovkin</b>	Head of the Moscow Urban Planning Policy Department
<b>5</b>	<b>Tatiana Guk</b>	General Director of the Genplan Institute of Moscow
<b>6</b>	<b>Galina Mits</b>	Vice Director of State Research and Design Institute for Urban Development of the City of Moscow
<b>7</b>	<b>Igor Egorov</b>	First Deputy Director of State-Financed Institution Main Architectural And Planning Department of the Committee for Architecture and Urban Planning of Moscow
<b>8</b>	<b>Rafik Zagrutdinov</b>	Head of the Moscow City Construction Department
<b>9</b>	<b>Pyotr Kudriavtsev</b>	Partner of Citymakers bureau
<b>10</b>	<b>Elena Nikolaeva</b>	Deputy of the Moscow City Duma
<b>11</b>	<b>Nikolay Shumakov</b>	President of the Union of Architects of Russia

## **ADDITIONAL JUDGES OF THE AWARD PANEL FOR THE 2ND STAGE OF THE COMPETITION:**

At the second meeting of the Award Panel, additional members of the Panel, architects, experts in the field of architecture, members of the architectural council will join the Regular Panel.

If the company, which includes an additional member of the Award Panel (or the same is its head), participates in the Competition, then such a member of the Award Panel shall not participate in voting and consideration of the Design Site for which the Concept is being developed by his company.

The final list of members of additional jury for the second stage of the Contest will be clarified at the second stage of the contest.



**COMPOSITION, CONTENT AND OFFER REQUIREMENTS** **APPENDIX 4 EXECUTION**

Composition, content and offer execution requirements will be set out together with the publication of the Terms of Reference.

**COMPETITIVE CRITERIA**

The Award Panel shall evaluate the Offers according to the following criteria:

- Compliance with the requirements of the Terms of Reference.
- Fundamental compliance of the project with the urban planning legislation of the Russian Federation and the city of Moscow.
- Completeness of disclosure of each of the typology of housefront elements proposed for development.
- Innovativeness of design solutions in the field of architecture and engineering and construction technologies.
- Environmental sustainability of the design solution, and how this solution has been developed.
- Project feasibility in terms of existing technologies and their suitability.
- Efficiency of the project proposed in terms of the financial model and replicability.
- Singularity of the solution proposed
- Effectiveness of the proposed project in terms of construction costs and subsequent operation.
- Creating a visually comfortable living environment.
- Other factors at the discretion of the commission members.

## EXPERTS

<b>1</b>	<b>Andrey Valuy</b>	Deputy Director of the Moscow Urban Planning Policy Department
<b>2</b>	<b>Sergey Glubokin</b>	Deputy Head of the Office of the Architectural Council, Committee for Architecture and Urban Planning of the city of Moscow
<b>3</b>	<b>Oleg Grigoriev</b>	First Deputy Director of the Genplan Institute of Moscow
<b>4</b>	<b>Marina Egorova</b>	Deputy Director of the Genplan Institute of Moscow
<b>5</b>	<b>Vitaly Lutz</b>	Head of the Prospective Projects Department of the Genplan Institute of Moscow
<b>6</b>	<b>Elena Skripkina</b>	Head of the Architectural and Planning Department of the of the State Research and Design Institute for Urban Development of the City of Moscow

The final list of members of the expert board will be clarified at the second stage of the contest.

**DECLARATION OF AUTHORSHIP FORM**

Organization (consortium leader) \_\_\_\_\_

Name of the project manager \_\_\_\_\_

Position \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

We refer to the Competitive Documentation for the **International Competition for the Development of the Architectural, Space and Stylistic Concept of Housefronts under the Housing Stock Renovation Program in Moscow**. The terms defined in the Competitive Documentation have the same meanings in this Declaration.

We hereby declare that the Competition Offer presented is our joint work, and all documents have been prepared either by us personally or by our organization / team under our direct control.

We hereby agree to make the decision of the competition Committee on the election of the Winner as final.

We hereby express our consent to the publication and public display of our Architectural, Space and Stylistic Concept of Housefronts for the program of housing stock renovation in the city of Moscow.

Date \_\_\_\_\_

Signature \_\_\_\_\_

**QUALIFICATION CRITERIA FOR EVALUATION OF THE APPLICATION**

**1. Organization status and position:**

- a) Company age;
- b) Company personnel;
- c) Average annual turnover.

**2. Experience and awards:**

- a) Experience in space and layout design of residential buildings and compounds;
- b) Experience of fitting housefront solutions into the existing development;
- c) Available of international certificates, awards, competitions won over the past 5 years.

**3. Team composition:**

- a) Number of management personnel;
- b) Availability and number of designers and specialists in space and layout design;
- c) An expert / specialist in housefront solutions.

**4. Portfolio Assessment:**

- a) Up-to-date space and layout design solutions;
- b) Synthesis of a comfortable environment (compliance with the "Recommendations for structuring a comfortable urban environment")
- c) Availability of completed projects of residential buildings and compounds;
- d) Up-to-date and high-quality architectural solutions of completed projects;
- e) Experience in the development of design and specification documents, field supervision;
- f) Compliance with the current regulations of the Russian Federation and the city of Moscow.