



Open international competition
for the development of concept
and master plan for the eco-district
in City of Kazan, Republic Tatarstan



TERMS OF THE OPEN INTERNATIONAL COMPETITION FOR THE DEVELOPMENT OF CONCEPT AND MASTER PLAN FOR THE ECO-DISTRICT CITY OF KAZAN, REPUBLIC OF TATARSTAN, RUSSIAN FEDERATION



1. Glossary

1.1 Meaning of Terms

For the purposes of this document, the following words and expressions used in these Terms of the Competition (hereinafter – the "Terms of the Competition") have the meanings listed below:

"Application"	Information and documents submitted by the Applicant/Participant for participation in the Competition. Application means the consent of the Applicant/Participant to participate in the Competition in the manner and on conditions stipulated in the Competition Documentation. The application includes the Proposal.
"Jury"	Working Body of the Competition formed in accordance with the decision of the Competition Organizer. The Jury is comprised of experts in architecture, urban planning, design, public space planning, marketing, economics, financial modelling, public and private partnership, as well as of landscape architects, authority representatives (Republic of Tatarstan, city of Kazan) and representatives of the Customer. The Jury members are appointed and act in their personal capacity and not as representatives of organizations, members (shareholders) of management bodies or employees of which they are. They should neither accept for execution nor request from any person instructions on their decision-making within the competence of the Jury.
"Catalog of Registered Applications"	Document prepared by the Organizer which unites the Applications submitted by the Participants that have passed the Technical Selection.
"Competition"	Procedure of selecting the best proposal developed by the Participants.
"Competition Documentation"	Documentation about the Competition, including: <ul style="list-style-type: none">• -Invitation for participation (notification of the Competition)• -Terms of the Competition• -Terms of reference
"Competition Criteria"	Criteria by which the jury assesses and compares Proposals submitted by the Finalists. The Competition Criteria are given in Appendix 4.
"Proposal" ("Project")	Result of the Participant`s work on the Concept and master-plan for an eco-district in the city of Kazan in accordance with the Terms of reference and Competition Documentation. The composition, contents and requirements for the Proposals as well as the requirements for their execution are determined in Appendix 3.
"Consortium"	Association of two or more legal entities as a single Applicant/Participant.
"Organizer"	Limited Liability Company "Agency for Strategic Development "CENTER".
"Winner"	Finalist whose Proposal has been ranked first by the Jury.
"Applicant"	Any legal entity, individual entrepreneur or Consortium of legal entities or



individual entrepreneurs wishing to participate in the Competition.

"Rating of Proposals"	Rating of Proposals submitted by the Participants within the framework of the Competition and formed by the Jury in accordance with the decision-making procedure for the Rating of Proposals.
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"Technical Selection"	Selection of applications effected by the Competition Organizer as to their conformity with the Application requirements.
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"Terms of reference"	Detailed description of the requirements imposed by the Organizer for the development of the Proposals.
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"Terms of the Competition"	Terms and conditions of the Competition contained in the Competition Documentation.
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"Participant"	Applicant whose Application has passed the Technical Selection and is taken into consideration. Participant can be any legal entity, individual entrepreneur or Consortium of legal entities or individual entrepreneurs wishing to participate in the Competition, registered on the territory of the Russian Federation in compliance with the existing legislation of the Russian Federation. Foreign legal entities and individual entrepreneurs registered outside the Russian Federation can participate in the Competition only as a Consortium.
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"Finalist"	Participant whose application was ranked first to third in the Qualifying Rating of Applications by the decision of the first meeting of the Jury.
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2. General Provisions

2.1 Purpose of the Competition

The Purpose of the Competition is to choose an optimal Concept for an eco-district in the city of Kazan, Republic of Tatarstan. The Concept should reflect a new non-urban lifestyle within the city limits, and must be based on a plan with distinct individual elements that are integrated into the natural landscape as much as possible.

The Concept includes:

- Architectural and city planning Concept of the eco-district's development;
- a framework model detailing the financial and economic parameters of executing the Concept up to 2030;
- a detailed architectural and city planning Concept and a draft of the territory's blueprints as of stage 1.

2.2 The Subject of the Competition

Elaboration of the Concept and master-plan for the development of the land lots located in the Kirovsky District of the city of Kazan in the Republic of Tatarstan (Russian Federation), at the former 43rd central artillery facility owned by the Main Missile and Artillery Directorate of the Ministry of Defense of Russian Federation. The plan is to turn this area, 759.9 hectares in size, under cadastral number 16:50:000000:15597

2.3 Schedule and Timing of the Competition



The Competition consists of two stages. Competition Schedule is defined in Appendix 1 hereto.

2.4 Powers of the Organizer

The Organizer carries out the functions associated with the Competition, including:

- publication and posting of notice of the Competition;
- reception of messages, information and documents, including Applications and Proposals from the Applicants and Participants;
- publication of notices and notifications related to the Competition;
- creation and maintenance of the Competition Website;
- organizing and conducting preparatory and introductory activities;
- interaction with the members of the Jury;
- preparation of materials for meetings of the Jury, including the Catalog of Registered Applications;
- organization of meetings of the Jury;
- providing explanations of Proposal documentation provisions to the Applicants, Participants and the Winner;
- taking of minutes of meetings of the Jury.

2.5 Powers and Principles of the Jury

2.5.1 The powers of the Jury include:

- evaluation and comparison of applications, selection of three Finalists;
- evaluation and comparison of Proposals submitted by the Finalists in the form of the Rating of Proposals;
- disqualification of Participants and Finalists.

2.5.2 The Jury is guided by the principles of professionalism, independence of opinions and objectivity of judging as well as by the provisions of the Competition Documentation. Members of the Jury carry out their activities free of charge.

2.6 Applicable Law

Relations of the parties (Applicants, Participants, Finalists, Organizer and Initiator) in connection with the Competition are governed by the laws of the Russian Federation. In this case, the provisions of Article 447 and Chapter 57 of the Civil Code of the Russian Federation to the terms and conditions of the Competition shall not apply.

2.7 Applicability of the Terms of the Competition

The Terms of the Competition become mandatory for each Applicant since the submission of the Application.

2.8 Amendments to the Terms

2.8.1 The Organizer at his own initiative may decide to introduce amendments to the Terms of the Competition not later than three (3) working days prior to the Application deadline. Changing the subject of the Competition is not allowed.

2.8.2 Within five (5) working days from the date of making the decision to introduce amendments to the Terms of the Competition, the text of the amendments is posted by the Organizer on the Competition Website, and from that moment they become mandatory for each Applicant/Participant.

2.9 Competition Documentation

The Competition Documentation includes the following sections each of which is an integral part thereof:

- Section I: Terms of the Competition
- Section II: Terms of reference and Initial Data.



2.10 Procedure for Publication of the Competition Documentation

2.10.1 Section I (Terms of the Competition) of the Competition Documentation is published on the Competition Website in the public domain on July 5, 2018.

2.10.2 Section II (Terms of reference and Initial Data) are available for the Finalist of the Competition after a written confirmation of participation in the second stage of the Competition.

2.11 Providing Clarification

2.11.1 Any Applicant and Participant shall be entitled to request from the Organizer clarification on the Competition Documentation provisions. Such request shall be sent in writing by mail or email to the address specified in the Terms of the Competition.

2.11.2 The Organizer is obliged to respond to the request for clarification on the Competition Documentation provisions via digital means of communication within five (5) working days from the date of receipt of the request. Applicants' Requests shall be received no later than five (5) working days' prior the Application deadline. The Organizer is not obliged to respond to requests received after this date.

2.11.3 The delay in response shall not be considered a reason for the deadline extension.

2.12 Settlement of Disputes

All disputes that may arise from the relations of the parties in connection with the Competition shall be resolved in the Moscow Court in accordance with the jurisdiction defined by the procedural legislation of the Russian Federation.

2.13 Language

The official languages of the Competition are Russian and English;
Proposals should be submitted in Russian and English.

2.14 Address

2.14.1. Competition Website: <https://www.contestkzn.ru/>

2.14.2. The address to which Notices and Applications (changes in the submitted Applications), Proposals (changes in the submitted Proposals), requests for clarification on the Competition Documentation provisions are sent:

Office 13, 21 Bolshaya Molchanovka, Moscow, Russian Federation 121069

Agency for Strategic Development "CENTER" LLC.

Email: info@contestkzn.ru

Mark: Competition. Kazan. Concept and master-plan of the eco-district

3. Competition Procedure

The Competition is held in two stages.

Stage 1 – receipt of applications and selection of Participants based on their portfolio and essay. At this stage the competent Jury selects three (3) Finalists based on the portfolios, relevant experience and essays submitted by the Applicants.

Stage 2 – development of proposals by the Finalists, elaboration of the Rating of Proposals of the Finalists based on their assessment by the Jury, selection of the Winner.

3.1 Application Submission

3.1.1 The form and structure of the Application are set out in Appendix 2 hereto. It is necessary to register on the Competition Website to submit an Application.

3.1.2 Acceptance of Applications starts from the date of publication of the Notice of Competition on the Competition Website and ends at 12:00 midday on August 22, 2018.



- 3.1.3 The Applicant may amend his application by sending a notification with the application of the amended documents no later than five (5) working days before the deadline for submission of applications.

3.2 Registration

- 3.2.1 Registration of Applicants as Participants of the Competition takes place on the basis of submitted Application;
- 3.2.2 The Organizer has the right to refuse to register the Applicant as a Participant on the following grounds:
 - the Application does not comply with the requirements of the Organizer;
 - the Application has not been selected by the Organizer;
 - the same Applicant has submitted more than one Application;
 - the Application is submitted with violation of the deadline specified in Clause 3.1.2 of the Terms.
- 3.2.3 No later than ten (10) working days since the completion of receiving Applications, the Organizer shall inform all Applicants of their registration as Participants or of the refusal in registration by sending them a letter via email to the address specified in the Application of the Applicant, and provide the Jury with the Catalog of Registered Applications that is formed of Applications accepted for the registration.

3.3 Information Disclosure

The grounds for a possible conflict of interests:

Should the Applicant/Participant (official or employee of the Applicant/Participant)

(in case when the Applicant is a Consortium, any Consortium member (official or employee of the Consortium member)) be an affiliate:

- in relation to the member of the Jury, as well as to an individual, a subordinate member of the Jury as per the official position;
- in relation to the person performing functions of the sole executive body or a member of the collegial executive body of the Organizer (including each of its co-executors, subcontractors and consultants in the framework of the Competition), as well as to an individual, subordinate to the individual on the official position (in this case, for the purposes of this clause an individual is not recognized as subordinate to the particular person on the official position provided that the work function of this person is limited to science, teaching or any other kind of creative activity), which, for the purposes of this clause, are recognized to be able to influence the result of the Competition, the Applicant/Participant may be recognized as having the ability to influence the Competition results.

3.4 Letter on Disclosure

- 3.4.1 If there are grounds stipulated in Clause 3.4.1 of the Terms, the Applicant/Participant shall provide the Organizer with a Letter of Disclosure depending on the time of occurrence of the respective grounds:
 - if there are grounds that occurred at the time of submitting the Application — in the Application;
 - if there are grounds arising after the submission of the Application — immediately after their occurrence.
- 3.4.2 The Letter on Disclosure shall be made in free form and shall contain:
 - an indication of the basis on which the Applicant/Participant may be recognized as having the ability to influence on the result of the Competition in accordance with Clause 3.3.1, including the indication of the person the Applicant/Participant is associated with;
 - the nature of the connection is the basis on which the Applicant/Participant is or may be recognized as an affiliated person of the relevant person;
 - features of the connection are any additional information about the respective connection which in the opinion of the Applicant/Participant may be useful for the



assessment of the real possibilities of the Applicant/Participant to influence the outcome of the Competition.

- 3.4.3 The Letter on Disclosure shall be included in the Catalog of the registered Applications. Failure to provide the Letter on Disclosure by the Applicant/Participant in case it is mandatory according to Clause 3.3.1 of the Terms is an absolute reason for disqualification of the Applicant/Participant.

3.5 Participation of Consortia in the Competition

3.5.1 Consortium

- 3.5.1.1 Legal entities or individual entrepreneurs wishing to participate in the Competition can join together in a Consortium. Legal entities united in a Consortium submit a single Application on behalf of the Consortium and are recognized for the purposes of the Competition as a single Applicant/Participant/Finalist.

The Applicant wishing to participate in the Competition in the form of a Consortium submits the Declaration about the organization of the Consortium and attracting subcontractors and consultants (Appendix 5) as part of the Application.

- 3.5.1.2 A member of a Consortium cannot participate in the Competition individually or as a part of another Consortium.

3.5.2 Consortium Leader

- 3.5.2.1 Members of the Consortium choose the Consortium Leader.

- 3.5.2.2 The Consortium Leader can be only a Russian legal entity or an individual entrepreneur.

- 3.5.2.3 The Consortium portfolio must contain at least one project of the Consortium Leader.

- 3.5.2.4 The Consortium Leader is recognized to represent the interests of all Consortium members before the Organizer within the framework of the Competition.

- 3.5.2.5 For the purposes of further communication within the framework of the Competition, the Consortium leader provides its personal data, personal data of the representative, its contact details, information on subcontractors and consultants in the completed Organization Declaration of the Consortium.

3.6 Working Procedure of the Jury

- 3.6.1 Two meetings of the Jury are scheduled in the Competition:

1. The selection of three Finalists of the Competition
2. The selection of the best Proposal submitted by the Finalists.

- 3.6.2 If at a certain date, on which the meeting of the Jury is scheduled, there is no quorum or a necessary decision was not made at the meeting, the Jury meeting can be postponed to the next day by the decision of the Jury adopted by the existing structure or by absentee voting;

- 3.6.3 There are representatives of the Organizer at the meeting of the Jury. The Jury is presided by the Chairman of the Jury. Representatives of the Organizer shall be entitled to inform the Jury about the powers of the Jury, the objectives of the meeting, as well as about the procedural rules of the Jury, including the decision making and voting procedures.

3.6.4 Chairman of the Jury

- 3.6.4.1 The Chairman of the Jury is appointed by the Organizer.

- 3.6.4.2 In the absence of the Chairman of the Jury at the meeting, its duties are exercised by the Deputy Chairman appointed by the Organizer.

- 3.6.4.3 Powers of the Chairman of the Jury:

- presides the meeting;
- takes from the Jury the proposals on introduction of issues into the agenda of the meeting;
- makes proposals to the agenda of the meeting,
- formulates the issues on the agenda and drafts decisions on them;
- moderates discussion of the issues on the agenda.
- signing Minutes of the Meeting

- 3.6.5. Minutes of the Meeting



- 3.6.5.1. The meetings of the Jury, voiced opinions, adopted decisions and votes are reflected in the Minutes of the Meeting of the Jury.
- 3.6.5.2. All the members of the Jury present at the Meeting shall sign the presence sheet attached to the Minutes of the Meeting of the Jury.
- 3.6.5.3. The Minutes of the Meeting of the Jury shall be made in one (1) copy.
- 3.6.5.4. The Minutes (the extract from the Minutes) of the meeting of the Jury outlining the decision adopted by the Jury shall be published on the Competition Website within ten (10) working days since the date of the respective Meeting of the Jury.
- 3.6.6. Voting and Decision Making
 - 3.6.6.1. The Jury Meeting is competent (has a quorum) if more than a half of the Jury members are present.
- 3.6.7. Decision Making at the Meeting of the Jury
 - 3.6.7.1. The decision to develop a Rating of Proposals is adopted (unless the Jury decides otherwise) in the order in which each member of the Jury allocates the Participants to places equal to the number of the Participants. On the basis of summing scores granted by the members of the Jury, the Participants are assigned numbers in ascending order as to the sum of scores of all Jury members. The obtained result is submitted for consideration of the Jury and accepted as final.
 - 3.6.7.2. Voting is closed and carried out by filling in the ballots. As a result of summing the scores granted by the Jury to the Participants, the Rating of Proposals is formed.
 - 3.6.7.3. The decision on the disqualification of the Finalist is adopted by quantitative vote on the principle of "one judge, one vote" by simple majority of the Jury members present at the Meeting. Voting is open and carried out by raising hands.

3.7 Selection of Finalists

- 3.7.1 The decision to select the Finalists is taken by the Jury through the Qualification Selection.
- 3.7.2 Participants recognized by the members of the Jury as having the valid opportunity to influence the result of the Competition are not allowed to participate in the Qualification Selection.
- 3.7.3 No more than three (3) Participants allowed to participate in the Competition and awarded a place from one to five in the Qualification Rating of Applications are recognized as Finalists;
- 3.7.4 If the Applications of several Participants have scored an equal number of points, following the results of the Jury meeting, the priority for inclusion in the Finalists is received from the date and time of submission of the application in electronic form on the site of the Competition <https://www.contestkzn.ru>
- 3.7.5 The Finalists must confirm further participation in the Competition by notifying the Organizer within five (5) days from the date of announcement of the list of the Finalists by email specified in Clause 2.14 of the Terms.
- 3.7.6 If by September 14, 2018 the Finalist is disqualified from participation in the Competition for any reason, the Participant whose Proposal was assigned the subsequent number is recognized as a Finalist, except when the Jury have made a special decision to choose a certain Participant as a replacement for the eliminated Finalist.

3.8 Consideration of Terms of Reference

- 3.8.1 The final version of the Terms of Reference is provided for the Applicants in accordance with Clause 2.10.2. of the Terms.

3.9 Procedure and Timing for Submission of Proposals

- 3.9.1 The composition, content and requirements for the Proposals are set out in Appendix 3 hereto. The Finalists must submit the Proposals to the Organizer not later than 12:00 midday on October, 16, 2018.
- 3.9.2 Form of submission of Proposals:
 - in soft copy: the Proposal shall be sent to the email address of the Competition,
 - in hard copy: the Proposal shall be sent to the address of the Organizer.



3.9.3 On delivery of the Proposals by mail, courier delivery or courier shipment, the Proposals are considered submitted not later than 12:00 midday October 16, 2018.

3.9.4 At any time prior to the deadline for the submission of the Proposals, the Participant is entitled to make changes in the composition of Proposals by sending a notification with the documents to be corrected to the Organizer.

3.9.5 Terms of use of Participants' Proposals:

3.9.5.1. Each Participant submits to the Organizer and the Customer the following rights to use the Works concluded in the submitted Proposal:

- the right of reproduction;
- the right of public display;
- broadcast;
- communication by cable;
- translation;
- making available to the public.

These rights to use Proposals are submitted by the Participant to the Organizer within the framework of the Competition.

The Organizer has the right to publish the Proposals of the Finalists on the Competition Website.

4. The Grounds for Disqualification of the Finalists

4.1 The Finalist may be denied further participation in the Competition on the following grounds:

4.1.1 The submitted Proposal does not meet the requirements of the Competition Documentation as to its structure and content;

4.1.2 Proposals are submitted with violation of the terms;

4.2 The decision on disqualification is adopted by the Jury.

4.3 The decision on the disqualification is posted on the Competition Website.

5. Selection of the Winner and Rating of the Proposals

5.1 The Jury considers the Proposals submitted by Participants, and taking into account the Competition Criteria set out in Appendix 4, assigns to the Proposals Rating sequence numbers.

5.2 In case of assigning an equal number of points to two or more Proposals, the Jury shall re-vote to determine the best of the Proposals.

5.3 Finalist whose Proposal has been ranked first based on the decision of the Jury is recognized as the Winner.

5.4 The message about the formation of the Rating of Proposals is posted on the Competition Website within three (3) working days from the date of adoption of the relevant decision by the Jury.

6. Reward of the Winners and Finalists

6.1 Finalist whose Proposal has been ranked first based on the decision of the Jury is recognized as the Winner.

6.2 The Customer shall pay each Finalist two million (2,000,000) rubles (plus fees and taxes applicable to the Finalist) for the development of the Proposal in accordance with the contract signed between the Customer and the Finalist. The sum paid to the Finalist shall include:

- remuneration of one hundred thousand (100,000) rubles (including all taxes and fees applicable to the Finalist) for the alienation in favor of the Organizer of the exclusive rights provided by the Articles 1229 and 1270 of the Civil Code of the Russian Federation, including the right to rework the project;



- compensation for any costs incurred by the Finalist during the preparation and submission of the Proposal in the amount of one million nine hundred thousand (1,900,000) rubles (plus fees and taxes applicable to the Finalist).
- 6.3 The Customer is entitled to pay the Finalist ranked first at the second stage of the Competition and recognized as the Winner by the Jury additional remuneration of three million (3,000,000) rubles, plus fees and taxes applicable to the Finalist;
- 6.4 The Customer is entitled to pay the Finalist ranked second at the second stage of the Competition and recognized as the Winner by the Jury additional remuneration of two million (2,000,000) rubles, plus fees and taxes applicable to the Finalist;
- 6.5 The Customer is entitled to pay the Finalist ranked third at the second stage of the Competition and recognized as the Winner by the Jury additional remuneration of one million (1,000,000) rubles, plus fees and taxes applicable to the Finalist.

7. Declaration of the Competition Invalid

- 7.1 The Competition is declared invalid in the following cases:
 - 7.1.1. Fewer than three (3) Participants have registered to participate in the Competition;
 - 7.2 Upon the occurrence of the grounds stipulated in Clause 7.1. of the Terms, the Organizer publishes a notice on the Competition Website declaring the Competition invalid.
- 7.3 The Competition is declared invalid from the date of publication of such notice.



APPENDIX 1 Competition schedule

Organizer can make changes to the Competition schedule. Information about changes is published on the Competition Website.

Date	Event
July 5, 2018	Start of the Competition. Press conference.
by 12:00 August 14, 2018 inclusive.	Application Submission
July 31 , 2018	Project web Seminar for the Participants
August 22, 2018	Meeting of the Jury. The Selection of the Finalists of the Competition
September 20, 2018	Introductory Seminar for the Finalists with the representatives of the Customer and the Organizing Committee
by 12:00 October 16, 2018 inclusive	Development of the Proposals by the Finalists
by 12:00 October 16, 2018 inclusive	Consultation with the Participants and Finalists of the Competition
by 12:00 October 16, 2018 inclusive	Submission of the Proposals by the Finalists
Since the submission of the Proposals until the Meeting of the Jury	Technical assessment of the Proposals
November 6, 2018	Meeting of the Jury; selection of the best Proposal
November 7, 2018	Final press conference



APPENDIX 2

Composition, Content and Requirements for the Application

Composition and Content of the Application

Information about the Applicant (individual Applicant or, in case of a Consortium, the Consortium leader):

1. Information on the form of participation – individual participation / participation in the form of a Consortium;
2. Full name of the Applicant;
3. Short name of the Applicant;
4. Company staff;
5. Registration date of the Applicant;
6. Brief history, brief description of the Applicant's activity, main activities (up to 1500 characters);
7. Information on awards and competitions won over the past five years, not to exceed ten in total (name, year when received), (up to 1500 characters);
8. Manager of the Applicant (full name and position);
9. Email address of the Manager of the Applicant;
10. Website of the Applicant;
11. Officer of the Applicant responsible for submitting the application (full name and position);
12. Email address of the official responsible for submitting the Application;
13. Phone number of the official responsible for submitting the Application;
14. Postal address of the Applicant, phone, fax (including area code);
15. Legal address of the Applicant;
16. Additional information that the Applicant wishes to communicate (up to 1500 characters);
17. Documents on the Applicant (in PDF format, vertical orientation, maximum file size: 5 Mb):
 - Certificate of registration of the legal entity (OGRN);
 - Statement from the Unified State Register of Legal Entities;
 - Authorization certificate of the self-regulating organization for the development of the Project Documentation (or a corresponding ISO Certificate for foreign legal entities);
 - Document confirming the authority of the manager of the legal entity or its representative (resolution/ protocol on the appointment of the Director General), (the document is not included in the list of documents to be provided by an Individual Entrepreneur);
 - Letter of disclosure (provided that a Participant is recognized as an affiliated party and has a connection with a person with an opportunity to influence the outcome of the Competition), produced in free form and taking into account the clauses specified in the “Terms of the Participation” (document to be provided if necessary);
 - Consortium Declaration (provided that the participation is in the form of a consortium), (Appendix 5 to the “Terms of Participation”);
 - Statement of Informed Consent to the Competition Documentation (Appendix 6 “Terms of the Participation”);
18. Portfolio comprising no more than 5 relevant projects of versatile low- and mid-rise residential complexes completed by the Contestant, such as:
 - comprehensive projects that the Contestant has completed on their own or as part of Consortium;
 - architectural and city planning projects of low- and mid-rise residential complexes;
 - any other projects in the relevant area.



Portfolio includes at least one project from each participant into the declared consortium.

Required fields of filling::

- Project name;
- Year of completion, location;
- Description, description of economic feasibility and visual materials – not more than three images per project in JPEG format (A4 horizontal orientation). The size of each JPEG file shall not exceed 5 Mb.

19. An essay describing the key ideas of the Concept and master plan for the development of the eco-district in Kazan, Republic of Tatarstan. The text shall not exceed 4500 characters. It is recommended to include a brief explanation of the functional and planning solutions, as well as the economic justification for the Concept and master plan for the development of the eco-district in Kazan.

It is optional to include graphics in the essay. Graphics shall contain a visual representation of architectural and urban planning solutions.

Portfolio and essay of the Applicant shall be uploaded to the personal account page on <https://www.contestkzn.ru/> in accordance with the computer-generated form. Essays for each nomination shall be uploaded separately in JPEG horizontal A3 format to the personal account page using the application form. The size of each file shall not exceed 20 Mb.

All materials shall be uploaded on the Participant's personal account page on <https://www.contestkzn.ru/> until 12:00 midday, August 14, 2018.



APPENDIX 3

Composition, Content and Requirements for Stage Two Proposals¹

Composition, content and requirements for Proposals may be amended. The final requirements for the Proposals are specified in the Terms of reference.

Requirements for the Content of the Materials:

During the second stage, finalists must submit:

1. **The architectural and city planning Concept of the eco district development, including:**
 - A more detailed model of the area's functional programming.
 - The area's landscaping and planning structure.
 - The area's functional and planning structure, with designated zones that are to be developed during each of the 3 project stages respectively.
 - Architectural and spatial solutions for the residential areas and community facilities.
 - Basic plans of the area's transportation services and utility system.
 - An improved list of technical and economic parameters of the area's development, broken down into 3 project stages.
2. **A detailed architectural and city planning Concept and a draft of the territory's blueprints as of stage 1, including:**
 - Suggestions on the area's functional planning, based on the functional programming during the first stage of development.
 - A list of features of the area's prospective development, including construction parameters and density, and a description of how the social, transportation, and utility service systems are to develop.
 - General planning and architectural solutions for sites constructed during the first stage, reflecting the sites' functional purpose, the modular solutions, and the project's unified style (based on some key examples of the layout typology selected).
 - Planning, architectural, and landscaping solutions for the area's community spaces, and proposals to make the area more comfortable, interlinked with the current community space system in the adjacent areas.
3. **A framework model detailing the financial and economic parameters of executing the Concept up to 2030;**
 - Competition submissions must offer economic sustainability, as well as efficient and feasible project implementation, particularly from the point of view of optimizing construction and maintenance spending, balancing public and private funding, and providing a timely return on investment. **Competition Finalists must** provide a detailed financial and economic model of the way the territory will develop at the **1st stage** of the project, basing it on the dynamics of housing demand in the city of Kazan. They should also design a general framework model for the entire project.

Contents of materials prepared for Finalists:

For the whole territory of the eco district:

¹ Stage two Terms of reference is preliminary. Finalists will receive more detailed information about the contest area and the full technical design after the Jury meeting to select Finalists.



1. **Layout of the planned district within the structure of the city** – a plan made on the basis of a topographical map (scale 1:200,000)
2. **Site plan with planning constraints** (plan of the modern use of the territory) – a plan made on the basis of a topographical survey with a scale 1:2000 provided at a self-selected scale (1:5000 approx.) within the borders of the land plot and partial depiction of the surrounding territories. The plan is to depict the current situation and specifies all constraints regarding the use of the territory for the purposes declared (sanitary protection zone, technical deviations from existing sites of engineering infrastructure and those planned for construction, constraints from neighboring plots and other factors which influence the preparation of solutions to place residential developments on the plot in question).
3. **Functional organization diagram of the territory** combined with the plan of the procedure of priorities of development – a plan of the planned functional zones and the procedure of priorities for the development of the territory.
4. **Plan of the planned organization of the territory** (principal drawing) – a plan depicting the transport and planning framework of the territory, suggestions on the placement of facilities for various different purposes with specification of the construction volume placed, as well as solutions on the integration of the planned residential district with surrounding territories.
5. **Utilities line diagram** – a diagram showing the placement of long-distance utilities networks, including engineering network facilities.
6. **Organizational chart of the street and road network** – a plan showing the road network, parking spaces, pavement network, placement of public transport stops and other transport infrastructure facilities (where necessary).
7. **Landscape and layout structure diagram** (expanded) – a plan depicting proposals for the creation of green space systems in the context of the existing natural landscape, suggestions on the creation and provision of amenities in general-use recreation areas, the provision of amenities and landscaping of restricted-use areas.
8. **3D panorama of the development**, made in an urban planning context (one daytime and one nighttime perspective) and taking into account fragments of the historical conservation development and the functional zones of the adjoining territories which influence the formation of the space and town planning of the plot.
9. **Detailed report** containing brief information about the area, the forecasted number of residents, the characteristics of functional zones, the parameters of the development, the technical-and-economic and key figures of development: the areas of the buildings and facilities of various purposes, facilitation of infrastructure facilities and other solutions for the provision of amenities and landscaping. Contains information about utility networks: expanded forecasted loads and dimensions, with possible proposals for making reasonable changes to the prospective development of the utilities infrastructure of the territory. A description of the main constructive, design, and technological solutions provided for buildings and facilities: construction materials, construction types, facade furnishing materials. A summary section with specification of the main technical-and-economic and



key figures of the Concept (in the form of text, tables, diagrams and drawings), with highlighted figures of first-stage development.

For draft of first stage development:

- 1. Plan of planned organization of first stage development**, combined with layout diagram of first-stage facilities, fragments of the functional zoning diagram within the borders of first-stage development (with the corresponding topographical scale of 1:500), with specification of the up-to-date town planning and technical and economic figures and an emphasis on the area of each type of development.
- 2. Diagram of the provision of amenities and landscaping** – a detailed diagram depicting proposals for the provision of amenities and landscaping of plots of varying functional purpose, general-use territories and private spaces. The diagram is to be made based on the Plan of the planned organization of the territory for first-stage development at a scale of 1:500 and made at a self-selected scale (1:1000 approx.). The legend must show the areas of different types of amenities and landscaping.
- 3. Plans of main buildings and facilities** of first-stage development – basic examples of the chosen type of development (2–3 building minimum) with floor plans of non-identical floors. The legend must show the main areas and other technical-and-economic indicators of the area and planning solutions.
- 4. Characteristics draft sections** of first-order buildings with specification of the main markers of floor height of the buildings (2 characteristics sections minimum).
- 5. Proposals on main facade solutions** for first-stage development – main examples of the development types chosen, with floor plans (2–3 buildings minimum), with main characteristic parts of comprehension (2 minimum) for each building type.
- 6. 3D visualizations** of characteristic fragments of the chosen area and planning solutions for first-stage development of the development from the pedestrian perspective (3 minimum).
- 7. Short explanatory note.** At candidates' discretion, Concept materials may include additional graphical, pictorial and text materials to further develop the author's decisions.



Requirements for the Format of Second Stage Proposals²

Second Stage Proposals shall be submitted by the Finalists in both soft and hard copy in Russian and English **no later than 12:00 midday MSK on October 16, 2018.**

Materials must contain:

In Russian:

- Three horizontal A3 album copies containing both text and graphics with a detailed rationale and description of the developed Concept solutions.
- Vertical presentation boards. The presentation boards must be made from light materials. The presentation boards are to be submitted in vertical format (a sample of the composition of the presentation boards will be available on the Competition website after the selection of the Finalists). The presentation boards must include the following information:
 - **A brief explanatory note stating main technical-and-economic and key indicators of the territory.**
 - **A general layout plan of the current use of the territory.**
 - **Supporting and supplementary drawings included in the set of prepared documents.**
 - **Site arrangement plan (main drawing).**
 - **Landscaping and planning structure (extended).**
 - **Provision of amenities diagram (detailed).**
 - **Functional organization diagram of the territory combined with the plan of the procedure of priorities of development.**
 - **Financial and economic model.**
 - **3D panoramas and 3D visualizations of development fragments.**
 - **Draft plans, sections and facades of blocks of main buildings.**
 - **Supplementary materials at the Participant's discretion.**

In English:

- Three horizontal A3 album copies containing both text and graphics with a detailed rationale and description of the developed Concept solutions.
- Vertical presentation boards. The presentation boards must be made from light materials. The presentation boards are to be submitted in vertical format (a sample of the composition of the presentation boards will be available on the Competition website after the selection of the Finalists). The presentation boards must include the following information:
 - **A brief explanatory note stating main technical-and-economic and key indicators of the territory.**
 - **A general layout plan of the current use of the territory.**
 - **Supporting and supplementary drawings included in the set of prepared documents.**
 - **Site arrangement plan (main drawing).**
 - **Landscaping and planning structure (extended).**
 - **Provision of amenities diagram (detailed).**
 - **Functional organization diagram of the territory combined with the plan of the procedure of priorities of development.**

²Requirements for the contents and format of materials provided by finalists in the second stage of the contest. It can be clarified that more up-to-date information can be found on the contest site



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- **Financial and economic model.**
- **3D panoramas and 3D visualizations of development fragments.**
- **Draft plans, sections and facades of blocks of main buildings.**

Supplementary materials at the Participant's discretion

Electronic version of the materials shall include:

In Russian:

- The presentation shall be submitted in A4 horizontal PDF file and not exceed 100 pages. The presentation shall describe in minute detail the project Proposal;
- Supplementary materials (up to five documents) may be submitted at the discretion of the Participant in JPEG, PDF, Excel files in soft and hard copy in duplicate to be considered by the Jury;

In English:

- The presentation shall be submitted in A4 horizontal PDF file and not exceed 100 pages. The presentation shall describe in minute detail the project Proposal;
- Supplementary materials (up to five documents) may be submitted at the discretion of the Participant in JPEG, PDF, Excel files in soft and hard copy in duplicate to be considered by the Jury;

Album, presentation, presentation boards, architectural models and supplementary materials (if available) shall be submitted in compliance with the following requirements:

1. Via the personal account of the Participant on the Competition website on <https://www.contestkzn.ru/>:

- Album, (a single PDF file);
 - Presentation boards (a single PDF file);
 - Presentation (a single PDF file);
- The size of each PDF file shall not exceed 100 Mb.

2. In soft copy (on a USB drive):

- Album, a single PDF file, 300 dpi resolution;
- Presentation boards (a single PDF file, 300 dpi resolution);
- Presentation, a single PDF file, 300 dpi resolution;

3. In hard copy:

- Three horizontal A3 album copies in both languages;
- Presentation boards;
- Three copies of presentation;



APPENDIX 4

CONCEPT ASSESSMENT CRITERIA

The Jury reviews the proposals according to the following criteria:

1. Compliance of the Proposals with the Terms of reference;
2. Compliance of the Project with the legislation of the Russian Federation;
3. Originality of the Proposal and its compliance with the principles of environmentally sustainable urban environment;
4. Cost efficiency and viability of the Concept arrangements;
5. Quality of architectural and landscape solutions and its functional planning;
6. Innovative nature of the solutions in architecture, urban planning;
7. Feasibility of the proposed solutions with regard to the existing practices and their applicability;
8. Compliance of the Proposals with local historic, cultural, economic and geographical context;
9. Other factors at the discretion of the Jury.



APPENDIX 5

Consortium Declaration

We, the undersigned, hereby declare the following:

1. This Declaration was composed in accordance with our participation in the **Open International Competition for the Development of concept and master plan for the eco-district in city of Kazan, Republic of Tatarstan, Russian Federation**
2. The terms (words and expressions written in this Declaration with a capital letter), defined in the Competitive documentation published on the date of the Declaration on the Competition Website, are used in this Declaration in 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 a Consortium. Please call us in the framework of the Competition as follows: [NAME OF THE CONSORTIUM].
5. This Declaration is the only document defining the composition of the Consortium. We do not possess any documents or commitments providing or alleging participation of any person not mentioned in the present Declaration in our project as a Participant or Participants in the framework of the Competition.

The Consortium leader is endowed with powers and has the rights and authorities to represent each and all Consortium members in the Competition, in particular: when applying the Application and signing the agreement between the Participant and the Customer, in particular: when negotiating a contract as well as at the conclusion of the contract per se. All contacts with the Consortium in the framework of the Competition and after its conclusion with regard to the Proposals developed by the Consortium members shall be carried out through the Consortium Leader.

7. Consortium members:

- a. Consortium Leader: [Name, registration number, location of legal entity, an indication of functional competence in the consortium during the work on the Project]
- b. Other Consortium members: [In relation to each:
 - [Name, registration number, location of legal entity]
 - [an indication of functional competence in the consortium for the duration of the work on the Proposal]
 - [Features of legal link with the leader of consortium and other members of consortium (e.g. simple partnership, contract etc.)]
 - Other information provided by consortium].

Date

Signature/seal of each consortium representative _____



APPENDIX 6 FORM OF STATEMENT OF ACQUAINTANCE AND CONSENT TO THE COMPETITION DOCUMENTATION

[Letter of organization - individual applicant or in case of consortium participating – letter of consortium leader]

We refer to the Competitive Documentation in relation to the **Open International Competition for the Development of concept and master plan for the eco-district in city of Kazan, Republic of Tatarstan, Russian Federation.**

The terms defined in the Competition Documentation are used in the same meaning as in the following Statement.

Hereby we [CHOOSE: as individual Applicant OR as Consortium leader on behalf of all Consortium members listed in the Application] make the following statement:

- we are acquainted with the Competition Documentation and agree with the Terms of the Competition. In the event of selection of the Consortium as the Winner or Finalist of the Competition we give our consent to transfer the exclusive rights to the Proposal in accordance with the Terms of Competition;
- we confirm the accuracy of the data stated in the Application and reaffirm the right of the Organizer to request additional information on the provided data from the Consortium, competent authorities, as well as from individuals and legal entities listed in our Application;
- we realize that our Application may be rejected even in case of our passing the Qualification selection and that we may be disqualified if the provided information proves to be false, inaccurate or incomplete, including the case of non-presentation of the Letter of Disclosure by us provided it is mandatory in accordance with the Terms of the Competition; we agree to accept the decisions of the Jury as final.

Date

Signature/seal _____



APPENDIX 7 DECLARATION OF AUTHORSHIP FORM

DECLARATION OF AUTHORSHIP
Organization (Consortium leader)

Project manager name and surname

Position

Phone number

E-mail

We refer to the Terms of the Competition in relation to the **Open International Competition for the Development of concept and master plan for the eco-district in city of Kazan, Republic of Tatarstan, Russian Federation.**

We hereby declare that the Proposal submitted by us is the result of our collaborative work and that all documentation has been prepared personally by us or by our organization/team under our direct control.

We hereby agree to accept the decisions of the Jury as final.

We hereby consent to the publication and public presentation of our Proposals in the framework of the **Open International Competition for the Development of concept and master plan for the eco-district in city of Kazan, Republic of Tatarstan, Russian Federation.**

Date

Signature