

Open international competition
for the development of a master plan
for the Derbent urban district,
Republic of Dagestan

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TERMS AND CONDITIONS OF THE OPEN INTERNATIONAL COMPETITION FOR THE DEVELOPMENT OF A MASTER PLAN FOR THE DERBENT URBAN DISTRICT, REPUBLIC OF DAGESTAN



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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”) shall have the meanings listed below:

“Client”	The “I Love Derbent” non-profit charity foundation
“Application”	The information and documents submitted by the Applicant/Participant in order to enter the Competition. By submitting the Application, the Applicant/Participant consents to entering the Competition in the manner and under the conditions provided for in the Competition Documentation.
“Jury”	The work group of Competition judges formed by the decision of the Competition Organizer. The judges in the Jury include experts on urban construction and planning, architecture, and economics, as well as the Client’s representatives. The Jury members are appointed and act in their personal capacity and not as representatives of organizations where they may be members of management bodies, shareholders, or employees. They must not follow, or request from any person, instructions on their decision-making within the competence of the Jury.
“Initial Data”	The analytical study “Comprehensive Evaluation of the Potential for Development of Derbent Urban District, Republic of Dagestan”, carried out by the Organizer and available at derbentnext.ru .
“Catalog of Registered Applications”	The document prepared by the Organizer and containing the Participants’ Applications that have passed the Technical Selection.
“Competition”	The process of selecting the best proposal developed by the Finalists.
“Competition Documentation”	Various documents about the Competition, including: - Invitation for participation (notification of the Competition); - Terms and Conditions; - Terms of reference.



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“Competition Criteria”	Criteria by which the Jury assesses and compares the Competition Proposals submitted by the Finalists. The Competition Criteria are given in Appendix 4.
“Proposal” (“Project”)	Result of the Participant’s work on the master plan for Derbent Urban District, Republic of Dagestan, in accordance with the Terms of reference and Competition Documentation. The Proposal composition, contents, and requirements, as well as the requirements for the Proposal layout, are defined in Appendix 3.
“Consortium”	Association of two or more legal entities as a single Applicant/Participant.
“Public Committee”	The Competition’s advisory body that includes distinguished and well-respected public figures of the Republic of Dagestan, representing such fields as culture, politics, sport, and religion, as well as guest experts. The Public Committee provides consultations and expertise during the Competition. The Public Committee members express their opinion on each application submitted by the Participants during the first stage of the Competition, as well as each Proposal submitted by the Finalists during the second stage of the Competition. The Public Committee has the right to: a) preview and pre-evaluate the Applications submitted by the Participants during the first stage of the Competition; b) bring recommendations on Application assessment to the Jury’s attention; c) preview and pre-evaluate the Proposals submitted by the Finalists during the second stage of the Competition; d) bring recommendations on assessing the Proposals submitted by the Finalists during the second stage of the Competition to the Jury’s attention.
“Organizer”	Agency for Strategic Development CENTER, Limited Liability Company.
“Winner”	The Competition Finalist whose Proposal, after being discussed by the Jury, has been ranked first in the Rating of Proposals.
“Applicant”	Any legal entity, individual entrepreneur, or Consortium of legal entities or individual entrepreneurs, wishing to participate in the Competition.



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“Rating of Proposals”	Rating of Proposals submitted by the Finalists for the Competition, formed by the Jury in accordance with the decision-making procedure for the Rating of Proposals.
“Technical Selection”	Selection of Applications by the Competition Organizer, based on their conformity with the Application requirements.
“Terms of Reference”	A detailed description of the requirements imposed by the Organizer on the Finalists’ Proposals.
“Terms and Conditions of the Competition”	The rules of the Competition contained in the Competition Documentation.
“Participant”	The Applicant whose Application has passed the Technical Selection and has been accepted for Jury review. Participation is open to any legal entity, individual entrepreneur, or Consortium of legal entities or individual entrepreneurs, wishing to participate in the Competition and 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 part of a Consortium.
“Finalist”	Participant whose application, after being discussed by the Jury during the first meeting, has ranked 1 to 3 in the Qualifying Rating of Applications.

2 General

2.1 Purpose of the Competition

Singling out the optimal development master plan for the Derbent Urban District, ensuring that it helps execute the “vibrant town” priority scenario, and selecting the best Embankment Concept as an urban overhaul driver.

2.2 The Subject of the Competition

Developing the master plan of Derbent Urban District in the Republic of Dagestan and designing the town embankment (approximately 12 km), with the first-stage development section (approximately 2.5 km) being outlined in detail.

2.3 Schedule and Timing of the Competition

The Competition has two stages. The 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:



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- publishing and posting the notice of the Competition;
- receiving messages, information, and documents, including Applications and Proposals, from the Applicants and Participants;
- publishing notices and notifications related to the Competition;
- creating and maintaining the Competition Website;
- organizing and conducting preparatory and introductory activities;
- interacting with the members of the Jury and the Public Committee;
- preparing materials for Jury meetings, including the Catalog of Registered Applications;
- organizing Jury meetings;
- explaining the Proposal documentation requirements to the Applicants, Participants, Finalists, and the Winner;
- taking of minutes of Jury meetings.

2.5 Powers and Principles of the Jury

2.5.1 The powers of the Jury include:

- Evaluating and comparing applications, selecting 3 Competition Finalists;
- Evaluating and comparing the Proposals submitted by the Finalists, preparing the Rating of Proposals, choosing the Competition Winner;
- disqualifying Participants or Finalists.

2.5.2 The Jury is guided by the principles of professionalism, unbiased opinion, and objective judgment, as well as by the provisions of the Competition Documentation. Members of the Jury work free of charge.

2.6 Applicable Law

Relations between the parties (the Applicants, the Participants, the Finalists, the Organizer, and the Client) in connection with the Competition shall be governed by the laws of the Russian Federation. It must be noted, however, that the provisions of Article 447 and Chapter 57 of the Civil Code of the Russian Federation shall not apply to the terms and conditions of the Competition.

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 may, at its own initiative, decide to introduce amendments to the Terms of the Competition, no 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 Organizer shall post the amendments on the Competition Website, whereupon they shall 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 Publishing the Competition Documentation

2.10.1 Section I (Terms of the Competition) of the Competition Documentation shall be posted on the Competition Website in the public domain on June 25, 2019.



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2.10.2 Section II (Terms of Reference and Initial Data) shall be provided to the Competition Finalist after a written confirmation of participating in the second stage of the Competition.

2.11 Providing Clarification

2.11.1 Any Applicant, Participant, or Finalist shall be entitled to request clarification on the Competition Documentation provisions from the Organizer. Such request shall be sent in writing by mail or e-mail 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 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 Competition has two official languages, Russian and English.
Competition Proposals must be translated into both.

2.14 Address

2.14.1 Official Competition Website: <https://www.planderbenta.ru>

2.14.2 The address for sending Notices and Applications (amendments to submitted Applications), Proposals (amendments to submitted Proposals), and requests for clarification on the Competition Documentation:

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

Agency for Strategic Development CENTER LLC

E-mail: info@planderbenta.ru

Label: COMPETITION. DERBENT. Master Plan of the Urban District

3 Competition Procedure

The Competition has two stages

Stage 1 – receiving applications and selecting Participants based on their portfolio and essay.

At this stage, the expert Jury selects three (3) Finalists based on their portfolios, relevant experience, and essays.

Stage 2 – developing the Finalists' Proposals, compiling the Rating of Proposals based on the Finalists' assessment by the Jury, choosing the Winner.

1.2. Application Submission

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

3.1.2. Applications shall be accepted from the date of the Notice of Competition being published on the



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Competition Website until noon (12:00) on July 22, 2019.

- 3.1.3. The Applicant may amend their application by sending a notification, with amended documents attached, no later than five (5) working days before submission deadline.

3.2. Registration

- 3.2.1. Applicants shall be registered as Competition Participants based on the Applications submitted.
- 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 Organizer's requirements;
 - The Application has not been selected by the Organizer;
 - The same Applicant has submitted more than one Application;
 - The Application has been submitted in violation of the deadline specified in Clause 3.1.2 hereof.
- 3.2.3. No later than ten (10) working days after Application submissions are closed, the Organizer shall inform all Applicants of their registration as Participants or of registration denial, by sending them an e-mail to the address specified in the Application, and provide the Jury with the Catalog of Registered Applications, which shall include the Applications accepted for registration.

3.3. Information Disclosure

Grounds for a possible conflict of interests:

If an Applicant/Participant (an official or employee of the Applicant/Participant), or, in cases when the Applicant is a Consortium, any member of the Consortium (an official or employee of the member of the Consortium) is affiliated:

- with a member of the Jury, or with an individual that is officially subordinated to a member of the Jury;
- with an individual performing the functions of the Organizer's sole executive body, or with an individual that is a member of the Organizer's collective executive body (including co-executors, subcontractors and consultants that contribute to the Competition), or individual that is officially subordinated to such an individual (it must be noted that, for the purposes of this clause, an individual is not recognized as a subordinate if their job duties are limited to research, teaching, or creative work of any other kind), i.e. with an individual that, for the purposes of this clause, are deemed capable of influencing the Competition results, this Applicant/Participant may also be deemed capable of influencing the Competition results.

3.4 Letter on Disclosure

- 3.4.1 If there is evidence that Clause 3.3 hereof applies to the Applicant/Participant, the Applicant/Participant shall provide the Organizer with a Letter of Disclosure, depending on the time when the Clause becomes applicable:
- if the Clause becomes applicable at the time when the Applicant submits the Application, the Letter of Disclosure should be included in the Application;
 - if the Clause becomes applicable after the Applicant submits the Application, the Letter of Disclosure should be provided immediately afterwards.
- 3.4.2 The Letter on Disclosure shall be written in free form and shall contain:
- evidence that the Applicant/Participant may be deemed capable of influencing the Competition results in accordance with Clause 3.3, including an indication of the person with whom the Applicant/Participant is affiliated;



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- the nature of the relationship that results or may result in the Applicant/Participant being recognized as an affiliate of the relevant person;
- any additional details of the relationship, which, in the Applicant's/Participant's opinion, may be useful for evaluating whether the Applicant/Participants may be truly capable for influencing the Competition results.

3.4.3 The Letter on Disclosure shall be included in the Catalog of the Registered Applications. If, in accordance with Clauses 3.3 and 3.4.1 hereof, providing a Letter of Disclosure is deemed mandatory for the Applicant/Participant, their failure to do so shall constitute a clear and sufficient reason for disqualification.

3.5 Consortium Participation in the Competition

3.5.1 Consortium

3.5.1.1 Legal entities or individual entrepreneurs wishing to participate in the Competition can unite in a Consortium. Legal entities united in a Consortium shall submit a single Application on behalf of the entire Consortium, and shall be recognized for the purposes of the Competition as a single Applicant/Participant/Finalist.

An Applicant wishing to participate in the Competition as a Consortium must include a Consortium Declaration and documents on hiring subcontractors and consultants (Appendix 5) as part of their Application.

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

3.5.2 Consortium Leader.

3.5.2.1 Members of a Consortium must choose a Consortium Leader.

3.5.2.2 The Consortium Leader can only be a legal entity or an individual entrepreneur registered in Russia.

3.5.2.3 The Consortium portfolio must contain at least one project by the Consortium Leader

3.5.2.4 For the purposes of the Competition, the Consortium Leader shall be recognized as a representative of the entire Consortium's interests in its interactions with the Organizer.

3.5.2.5 For the purposes of further communication related to the Competition, the Consortium Leader shall provide their personal data, the personal data of their designated employee, their contact details, and the information on subcontractors and consultants, by filling in a Consortium Declaration.

3.6 Working Procedure of the Jury

3.6.1 There are two meetings of the Jury scheduled for the Competition:

1. a meeting for selecting the three (3) Finalists of the Competition;
2. a meeting for selecting the winning proposal from among those submitted by the Finalists.

3.6.2 If there is no quorum on the date of the Jury meeting, or if on decision is reached, the meeting may be rescheduled for the next day (by decision of the Jury members present at the meeting, or by absentee vote).

3.6.3 The Organizer's representatives must attend Jury meetings in person. The Jury is presided by the Chairman of the Jury. The Organizer's representatives 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 shall be chosen by the Organizer.

3.6.4.2 Should the Chairman of the Jury be absent from the Jury meeting, their functions are fulfilled by the Deputy Chairman, also chosen by the Organizer.

3.6.4.3 Powers of the Chairman of the Jury:



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- presiding over the meeting;
- accepting the Jury members' proposals regarding the inclusion of specific issues onto the agenda;
- making proposals to the agenda;
- formulating the issues on the agenda and drafting the relevant decisions;
- moderating the discussion of the issues on the agenda.

3.6.5 Minutes of the Meeting.

3.6.5.1 The Minutes of the Meeting shall reflect the meeting progress, the opinions voiced, the decisions made, and the votes cast.

3.6.5.2 All the members of the Jury present at the Meeting shall sign the presence sheet attached to the Minutes.

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 shall be authorized to make decisions (shall have a quorum) if more than half of the Jury members are present.

3.6.7 Decision Making at the Meeting of the Jury.

3.6.7.1 The Jury shall compile the Rating of Proposals (unless it decides otherwise) as follows: each member of the Jury shall arrange the Participants by place in the rating; the number of places must equal the number of Participants. Based on the sum of the scores awarded by all members of the Jury, the Participants shall be assigned numbers in the ascending order. The result of this arrangement shall be discussed by the Jury and accepted as final.

3.6.7.2 Voting is closed and shall be carried out by filling in secret ballots. The Rating of Proposals shall be based on the sum of the scores awarded to the Participants by all members of the Jury.

3.6.7.3 The decision on disqualifying a Finalist shall be adopted by a quantitative vote on the principle of "one Jury member, one vote" by a simple majority of the Jury members present at the Meeting. Voting is open and shall be carried out by a show of hands.

3.7 Selecting the Finalists.

3.7.1.1 The decision to select the Finalists shall be made by the Jury through the Qualification Selection.

3.7.1.2 Those Participants that the Jury has deemed truly capable of influencing the Competition results shall not be eligible for the Qualification Selection.

3.7.1.3 No more than three (3) Participants, eligible for the Competition and awarded a place from 1 to 3 in the Qualification Rating, shall be recognized as Finalists;

3.7.1.4 Should Applications submitted by several Participants be awarded an equal score at the Jury meeting, priority shall be given based on the date and time of submitting the digital Application via the Competition Website <https://www.planderbenta.ru>.

3.7.1.5 The Finalists must confirm further participation in the Competition by notifying the Organizer within five (5) days of the Finalists being announced, by sending an e-mail to the address specified in Clause 2.14.2 hereof.

3.7.1.6 If the Finalist is disqualified from participation in the Competition for any reason before August 9, 2019, the Participant whose Proposal was assigned the subsequent number in the rating shall be recognized as a Finalist, unless the Jury decides to choose a specific Participant as a replacement for the Finalist that has been disqualified.



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3.8 Consideration of the Terms of Reference.

3.8.1.1 The final version of the Terms of Reference shall be provided to the Applicants in accordance with Clause 2.10.2 hereof.

3.9 Procedure and Timing for Proposal Submission.

3.9.1.1 The composition, content, and requirements for the Proposals are set out in Appendix 3 hereto. The Finalists must submit the Proposals to the Organizer no later than noon (12:00) on November 11, 2019.

3.9.2 Form of Proposal Submission:

- soft copy: the Proposal shall be sent to the e-mail address of the Competition,
- hard copy: the Proposal shall be sent to the address of the Organizer.

3.9.3 When shipped by mail, courier, or express messenger, the Proposals shall be considered submitted on time if they are delivered to the Organizer no later than noon (12:00) on November 11, 2019, to the address specified in Clause 2.14.2.

3.9.4 The Participant shall be entitled to make changes in the Proposal composition at any time before the submission deadline, by sending the Organizer a notification and attaching the documents to be amended.

3.9.5 Terms of using the Participants' Proposals:

3.9.5.1 Each Participant shall grant the Competition Organizer and Client the following rights related to the use of the Works that are part of the Proposal:

- the right to copy the Works;
- the right to put the Works on public display;
- the right to broadcast the Works;
- the right to transfer the Works by cable;
- the right to translate the Works;
- the right to make the public aware of the Works.

The above rights to use Proposals shall be transferred by the Participant to the Organizer only in relation to the Competition.

The Organizer has the right to publish the Applications and Proposals of the Applicants, Participants, and Finalists on the Competition Website.

4 Grounds for Disqualifying Finalists

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

4.1.1 The structure and content of the submitted Proposal do not meet the requirements of the Competition Documentation;

4.1.2 The Proposals has been submitted in violation of the deadlines;

4.2 The decision on disqualification is made by the Jury.

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

5 Winner Selection and Rating Compilation

5.1 The Jury shall consider the Proposals submitted by the Participants, and, taking into account the Competition Criteria set out in Appendix 4, shall assign them number in the Rating of Proposals.

5.2 Should two or more Proposals receive an equal score, the Jury shall vote again to determine which of them is the best.



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- 5.3 The Finalist whose Proposal has been ranked first by the Jury shall be considered the Winner of the Competition.
- 5.4 The message about the compilation of the Rating of Proposals shall be posted on the Competition Website within three (3) working days from the date of the Jury's relevant decision.

6 Reward for the Winner and Finalists

- 6.1 The Finalist whose Proposal has been ranked first by the Jury shall be declared Winner of the Competition.
- 6.2 The Client shall pay each Finalist 2,500,000 (two million five hundred thousand) rubles, including all the fees and taxes applicable to the Finalist, as a reward for developing the Proposal in accordance with the contract signed by the Client and the Finalist. The sum paid to the Finalist shall include:
- compensation in the amount of one hundred and twenty-five thousand (125,000) rubles (including all the fees and taxes applicable to the Finalist) for transferring the exclusive rights provided for by Articles 1229 and 1270 of the Civil Code of the Russian Federation, including the right to rework the project, to the Organizer.
 - compensation in the amount of two million three hundred and seventy-five thousand (2,375,000) rubles (including all the fees and taxes applicable to the Finalist) for any costs incurred by the Finalist during the preparation and submission of the Proposal.
- 6.3 The Client may also pay an additional sum of up to four million (4,000,000) rubles, including all the fees and taxes applicable to the Finalist, to the Finalist ranked first at the second stage of the Competition and recognized as the Competition Winner by the Jury.
- 6.4 The Client shall pay an additional sum of up to two million (2,000,000) rubles, including all the fees and taxes applicable to the Finalist, to the Finalist ranked second at the second stage of the Competition.
- 6.5 The Client shall pay an additional sum of up to one million (1,000,000) rubles, including all the fees and taxes applicable to the Finalist, to the Finalist ranked third at the second stage of the Competition.

7 Voiding the Competition

- 7.1 The Competition shall be declared void in the following cases:
- 7.1.1. When fewer than three (3) Participants have registered to participate in the Competition;
- 7.2 In the event described in Clause 7.1 hereof, the Organizer shall publish a notice on the Competition Website, voiding the Competition.
- 7.3 The Competition shall be declared void from the date of publishing the above notice.



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APPENDIX 1 Competition Schedule

The Organizer has the right to amend the Competition schedule. Information about the amendments shall be published on the Competition Website.

Date	Event
June 25, 2019	Competition begins. Press Conference
July 10, 2019	Project Webinar for the Participants
July 11, 2019	Project Webinar for English-speaking Participants
up to July 22, 2019	Application submission
July 31, 2019	Jury meeting. Finalist selection
August 22 and 23, 2019	Orientation seminar for Competition Finalists, with contributions from the representatives of the Client and the Organizer
until November 11, 2019	Development of the Proposals by the Finalists.
November 11, 2019	Submission of the Proposals by the Finalists
November 19, 2019	Meeting of the Jury; selection of the best Proposal and press conference on the Competition results



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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. the form of participation: individual participation or participation as a Consortium;
2. full name of the Applicant;
3. abbreviated name of the Applicant;
4. company staff;
5. registration date of the Applicant;
6. brief history, brief description of the Applicant's activity, main specialization fields (up to 1500 characters);
7. information on any awards and competitions won over the past 5 years, no less than 10 in total (name, year when received, up to 1500 characters);
8. top manager of the Applicant (full name and position);
9. e-mail address of the top manager;
10. website of the Applicant;
11. the designated employee of the Applicant responsible for submitting the Application (full name and position);
12. e-mail of the designated employee responsible for submitting the Application;
13. phone number of the designated employee 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 share (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 (EGRYuL);
 - authorization certificate of the self-regulating organization, allowing to develop the Project Documentation (or a corresponding ISO Certificate for foreign legal entities);
 - document confirming the authority of the top manager or other representative of the legal entity, such as a resolution/ report on appointing the CEO (the document is not included in the list of documents that have to be provided by an Individual Entrepreneur);
 - Letter of Disclosure (in cases when the Participant is recognized as an affiliate with a connection to an individual capable of influencing the Competition results), written in free form and taking into account the clauses specified in the Terms (provided only when necessary);
 - Consortium Declaration (in cases when the Participant is a Consortium) (See Appendix 5 of the Terms);
 - Statement of Informed Consent to the Competition Documentation (see Appendix 6 of the Terms).



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18. The portfolio must include 4 projects by the Participant (in case of Consortium, by all Consortium members) relevant to the Competition and developed by the Participant independently or as part of an ad hoc creative team. The projects may belong to the following fields:

- complex urban and regional development (development concepts and projects, master plans, and other initiatives aimed at comprehensive development);
- strategic development and territorial planning, such as social and economic development strategies for the constituent entities of the Russian Federation, or municipal districts and communities; territorial planning models and general plans, urban construction regulations, layout projects, or rules of land use and development;
- comprehensive development of utility and transportation infrastructure;
- the creation and positive transformation of urban public spaces;
- any other projects in the relevant area.

A Consortium's portfolio must include no less than one project by each member of the Consortium.

Required information:

- Project name;
- Year of completion, location;
- Description, a brief analysis of economic feasibility, and visual materials: no more than 3 images per project in JPEG format (A4 horizontal orientation). The size of each JPEG file must not exceed 5 Mb.

The portfolio must be submitted digitally as a PDF file.

19. An essay with a description of the Participant's individual approach to the development of a master plan for Derbent Urban District, Republic of Dagestan. Each essay must contain a text section of no more than 7,000 characters. It is recommended to dedicate the text section to the Participant's vision of functional and planning solutions, in addition to justifying the economic feasibility of the Derbent master plan. The essay may also include an optional graphics section (such as main plans and models).

The Applicant's portfolio and information shall be uploaded to the personal account page on <https://www.planderbenta.ru/> in accordance with the computer-generated form. Graphics shall be uploaded as separate JPEG files in the horizontal A3 format to the personal account page using the application form. The size of each file shall not exceed 20 Mb.

All materials must be uploaded on the Participant's personal account page on <https://www.planderbenta.ru/> before noon (12:00) on July 22, 2019.



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APPENDIX 3¹

Composition, Content and Requirements for Stage Two Proposals

Requirements for the Format of Second Stage Proposals

The composition, content, and requirements for Proposals may be amended. The final requirements for the Proposals shall be specified in the Terms of Reference.

Requirements for the Material Content:

During the second stage, the Finalists shall submit a master plan for Derbent Urban District, which must include the following sections:

1. Comprehensive evaluation of Derbent Urban District's development potential

- 1.1. Social, economic, urban planning, and other conditions that may potentially drive or hinder development.
- 1.2. Evaluation of the development resource potential.
- 1.3. Evaluation of the city's infrastructure, including utilities and transportation services.
- 1.4. The key issues of social, economic, and spatial development; internal and external risks.
- 1.5. Current and potential growth areas.

2. Development Strategy for Derbent Urban District, 2020–2040.

- 2.1 Goals and principles of the urban district development as part of executing the Vibrant City concept.
- 2.2 The priorities and promising aspects of spatial development, based on the resources available.
- 2.3 Defining promising economic specializations for Derbent Urban District.
- 2.4 The fundamental development model for Derbent Urban District as a Vibrant City.

3. Spatial Development Scenario for Derbent Urban District, 2020-2040, with Special Stages for 2020–2024, 2024–2028.

- 3.1. Development scenarios, based on the resource potential and the internal and external risks.
- 3.2. Spatial development procedures aimed at executing the proposed scenarios, including reforms of urban development institutions.
- 3.3. The goals and activities related to the territory's development in the following areas:
 - the development of residential communities and the supporting social, cultural, and utility service infrastructure;
 - the preservation and development of the environmental and recreational framework;
 - the development of a communal space system;

¹ The Composition, Content and Requirements for Stage Two Proposals may be updated and subsequently shared with the Finalists



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- optimized control of local traffic and transportation services;
- utility support and special activities aimed at protecting the city from hazardous exogenous and endogenous processes;
- the preservation of the local historical and cultural heritage, natural landscape, and leisure opportunities;
- the development of the urban economy facilities, promising production and logistics platform placement, the development of street retail and other important commercial entities and infrastructural elements supporting small enterprises;
- the development of tourism destinations, routes (including routes across nearby territories), and the resort and recreation complex.

3.4. Suggestions regarding the city's innovative development:

- innovative business;
- introduction of the "smart city" tools;
- creative research and development;
- innovative education infrastructure.

3.5. Functional planning of the urban district territory.

3.6. Inter-municipality cooperation and joint development of Derbent Urban District and the adjacent Derbent region.

4. Concept Model of Urban Economy Functions.

- 4.1. Industrial structure supporting sustainable urban economy functions.
- 4.2. Main growth areas.
- 4.3. Activities that will help the city become more financially sustainable.

5. Activities and Results of Implementing the Master Plan. Evaluation of the Economic, Social, and Financial Efficacy of the Proposed Development Scenario.

- 5.1. Network plan for stage-by-stage master plan activities from 2020 to 2028, including potential funding sources.
- 5.2. Economic, social, and budget impact of executing the scenarios suggested for 2028 and 2040.
- 5.3. Priority inter-industry projects, including expected costs, deadlines, and impact.
- 5.4. Suggestions on actualizing the master plan of Derbent Urban District, adopted by Derbent Urban District Council on October 25, 2013, in compliance with the recommended development scenario.

SUBMISSION CONTENTS

A project album, including a cover letter and visual materials

- Illustrations, tables, and other materials complementing the Proposal and arranged by master plan section.
- A cover letter with a detailed description of the Proposal, arranged by master plan section.

Presentation Boards

Presentation boards with detailed information on the Proposal, such as:



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Presentation Board 1 Comprehensive evaluation of Derbent Urban District's development potential

- Background for potential development opportunities and obstacles: the current functional zoning; historical, cultural, natural, and leisure resources; areas with special conditions for territory use; infrastructure availability; tourist routes; the location of key industrial facilities and public spaces; utility and transportation services.
- Evaluation of whether the utilization of local territories will be efficient, as well as potential opportunity estimates.
- The issues and challenges of spatial development.
- Diagrams, close-up insets, illustrations.

Presentation Board 2. Development Strategy for Derbent Urban District, 2020–2040.

- The Vibrant City fundamental model. Development goals, principles, and priorities.
- The most promising development areas and indicators of achieving the Vibrant City goal:
 - human capital;
 - environment for living;
 - environment for business;
 - tangible and intangible resources;
 - civil society and local governance.
- Promising areas of economic specialization, with justifications.
- The principles of urban territory layout, with potential growth points.
- Diagrams, illustrations, tables, infographics.

Presentation Boards 3–9. Spatial Development Scenario for Derbent Urban District, Accounting for Resource Availability and Split into Stages. Efforts Aimed at Scenario Implementation

- Development scenarios, based on the resource potential and the internal and external risks.
- Spatial development procedures aimed at executing various scenarios, including reforms of urban development institutions.

Territorial development activity system:

- residential area development (complex construction reorganization and design sections; community, culture, commerce, and utility infrastructure);
- the preservation and development of the environmental and recreational framework, the development of a public space system;
- baseline model for traffic control and transportation services;
- utility support efforts and special activities aimed at protecting the city from hazardous exogenous and endogenous processes;
- a system of activities supporting the functional upgrades of historical and cultural heritage sites and the use of protected areas;
- the layout of key urban economy facilities, including the placement of promising production and logistics platforms, the development of street retail clusters and other important commercial entities and infrastructural elements that support small enterprises;



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- the development of tourism destinations, routes (including routes across nearby territories), and the resort and recreation complex;
- Functional planning of the urban district territory;
- Inter-municipality cooperation and joint development of the Urban District and the adjacent Derbent region;
- Visual materials illustrating the business proposals on the development of the promising economic specialization areas;
- Visual materials illustrating the possible urban environment design solutions;
- Diagrams, tables, infographics.

Presentation Board 10. Activities and Results of Implementing the Master Plan. Evaluation of the Economic, Social, and Financial Efficacy of the Proposed Development Scenario

- Network plan for stage-by-stage master plan activities from 2020 to 2028, including potential funding sources.
- Economic, social, and budget impact of executing the scenarios suggested for 2028 and 2040.
- Priority inter-industry projects, including expected costs, deadlines, and impact.
- Tables, diagrams, infographics.

Presentation

A brief overview of the Album: the most essential diagrams, illustrations, visual aids, tables, infographics.

A video with 3D simulation elements

3D simulation of Derbent Urban District, demonstrating the essential model of territorial development and functional planning, arranged by basic implementation stages. The simulation should also use infographics highlighting the key indicators of the proposed development scenarios' economic, social, and budget impact.



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APPENDIX 4

Competition Criteria

The Jury members review the proposals according to the following criteria:

The Derbent Urban District master plan:

1. Compliance with documentation that describes strategic development and territorial planning in Derbent Urban District, the Republic of Dagestan.
2. Compliance with the laws and regulations of the Russian Federation, the Republic of Dagestan, and Derbent Urban District.
3. Compliance with the Vibrant City concept.
4. Approach to master plan design as a development tool.
5. Balanced urban development.
6. Efficient use of the current development potential.
7. Preservation and expansion of the city's conceptual capital.
8. Diversified economic development.

Embankment Development Concept:

1. Compliance with the territorial planning documentation of the Republic of Dagestan and Derbent Urban District, as well as with the Derbent Urban District Territorial Improvement Guidelines, the Creation of a Comfortable Environment in Derbent Urban District Municipal Program for 2018-2022, and the regulations on protecting cultural heritage sites.
2. Compliance with global trends in building and maintaining embankments.
3. Links with adjacent territories and the public space system.
4. Meeting the needs of various target groups.
5. Environmental rehabilitation.
6. A harmonized architectural and landscaping solution with a clear identity.
7. Year-round use.
8. Social and economic efficiency and feasibility.



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APPENDIX 5

Consortium Declaration

We, the undersigned, hereby declare the following:

1. This Declaration has been composed in accordance with our participation in the **Open International Competition for the Development of a Master Plan for Derbent Urban District, Republic of Dagestan**.
2. If the terms (words and expressions written herein with a capital letter) have been defined in the Competition Documentation published on the Competition Website before the Declaration date, this means that they are being 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. For the purposes of the Competition, please refer to us as follows: [NAME OF THE CONSORTIUM].
5. This Declaration is the only document defining the structure of the Consortium. We do not possess any documents or commitments allowing any person not mentioned in the present Declaration to contribute to our Project as a Consortium Participant or a Competition Participant, or implying that such a person may be allowed to do so.
6. We have given the Consortium Leader all the powers and rights required to represent any and all Consortium members during the Competition, particularly when submitting the Application and entering a Contract with the Client, and during further Client interactions, particularly when negotiating and signing the Contract. All interactions with the Consortium with regard to the Proposals developed by the Consortium members, both during and after the Competition, shall be carried out through the Consortium Leader.
7. Consortium members:
 - a. Consortium Leader: [NAME, REGISTRATION NUMBER, LOCATION OF LEGAL ENTITY, INDICATION OF FUNCTION IN THE CONSORTIUM WHILE WORKING THE PROPOSAL]
 - b. Other Consortium members: [FOR EACH MEMBER:
 - [NAME, REGISTRATION NUMBER, LOCATION OF LEGAL ENTITY]
 - [indication of function in the Consortium while working the Proposal]
 - [Nature of legal connection to the Consortium Leader and other Consortium members (e.g. simple partnership, contract etc.)]
 - OTHER INFORMATION PROVIDED BY THE CONSORTIUM].

Date _____

Signature/seal of each Consortium representative _____



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APPENDIX 6

FORM OF STATEMENT OF INFORMED CONSENT TO THE COMPETITION DOCUMENTATION

[OFFICIAL FORM OF THE ORGANIZATION APPLYING INDIVIDUALLY, OR IN THE CASE OF A CONSORTIUM APPLICATION, OFFICIAL FORM OF THE CONSORTIUM LEADER]

We are referring to the Competition Documentation in relation to our participation in the **Open International Competition for the Development of a Master Plan for Derbent Urban District, Republic of Dagestan**.

The terms defined in the Competition Documentation shall be used herein in the same meaning.

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 understand and agree with the Competition Documentation and the Terms of the Competition. In particular, should the Consortium be selected as the Winner or Finalist of the Competition, we agree to transfer the exclusive rights to the Proposal in accordance with the Terms of Competition.
- We confirm the accuracy of the data provided in the Application and reaffirm the right of the Organizer to request additional information on such data from the Consortium, the appropriate authorities, or from individuals and legal entities listed in our Application.
- We are aware that our Application may be rejected, and that we may be disqualified even after passing the Qualification Selection, if the information we provided is proved to be false, inaccurate, or incomplete, including cases when a Letter of Disclosure mandatory as per the Terms of the Competition, and we fail to provide it.

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

Date _____

Signature/seal _____



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APPENDIX 7

Declaration of Authorship Form

DECLARATION OF AUTHORSHIP

Organization (Consortium Leader)

Full name of the project manager

Position

Phone number

E-mail

We are referring to the Terms and Conditions of the Competition in relation to our participation in the **Open International Competition for the Development of a Master Plan for Derbent Urban District, Republic of Dagestan**.

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 understand and agree that the Proposals submitted by us to the **Open International Competition for the Development of a Master Plan for Derbent Urban District, Republic of Dagestan** are going to be published and publicly demonstrated for the purposes of the Competition.

Date

Signature



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APPENDIX 8

Letter on Disclosure Form

[OFFICIAL FORM OF THE ORGANIZATION APPLYING INDIVIDUALLY, OR IN THE CASE OF A CONSORTIUM APPLICATION, OFFICIAL FORM OF THE CONSORTIUM LEADER]

We are referring to the Competition Documentation in relation to our participation in the **Open International Competition for the Development of a Master Plan for Derbent Urban District, Republic of Dagestan**. The terms defined in the Competition Documentation shall be used herein in the same meaning.

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

Date _____

Signature/seal _____