



TERMS AND CONDITIONS

OPEN INTERNATIONAL COMPETITION
FOR MASTER PLAN DEVELOPMENT
FOR ASTRAKHAN AGGLOMERATION



COMPETITION

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agency
for strategic
development

CENTER

1. GLOSSARY

1.1. Meaning of the terms

For the purposes of the present document, the following words and phrases that are used in the present Competition Conditions (hereinafter referred to as the "Competition Conditions") have the meanings given in this article:

"Initiator"	The government of the Astrakhan region
"Customer"	Non-profit organization "Regional Development Assistance Fund"
"Operator"	Agency for Strategic Development OOO "CENTER" (Center LLC)
"Application"	<p>Information and documentation submitted by the Applicant/Participant to participate in the Competition.</p> <p>The Application means that the Applicant/Participant agrees to participate in the Competition in the manner and under the Conditions specified in the Competition Documentation.</p>
"Jury"	<p>The working collegial body formed by the Competition Operator, taking into account the opinion of the Customer, in order to consider the Applications of the Competition Participants, determine the Finalists of the Competition and assign prize-winning places among the Finalists of the Contest as a result of the second stage of the Competition.</p> <p>The Jury consists of representatives of federal authorities, state authorities of the Astrakhan region and the municipal entity "City of Astrakhan", representatives of development institutions, experts in the field of architecture, urban planning, integrated development of territories, cultural heritage, as well as economics and spatial planning, marketing and communications, technology and innovation.</p> <p>Member of the Jury shall be appointed and act in their individual capacity and not as representatives of the organizations, members (participants) of the administrative bodies or employees. They must neither accept nor solicit instructions from anyone for making decisions falling within the competence of the Jury.</p>
"Judging Panel"	<p>This is the Competition Consulting Body, formed by the Competition Operator, the composition of which is approved by the Competition Customer at the suggestion of the Competition Operator. The Judging panel performs consulting and advisory functions in terms of the realization of the Competition.</p> <p>The members of the Judging panel express their opinion on each Application submitted by the Participants within the first stage of the</p>



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	Competition, and on the Competition proposals developed by the Finalists during the second stage of the Competition.
«Competition»	The procedure for selecting the best Competition proposal developed by the Finalists.
"Catalog of Registered Applications"	Document compiled by the Operator which combines the Applications submitted by the Participants that have passed the Technical Selection.
«Competition Documentation»	Competition documentation includes: <ul style="list-style-type: none">- Invitation to participate (notification of the Competition);- Competition Conditions;- Technical Requirement.
«Competition criteria»	The criteria by which the Jury evaluates and compares the Competition proposals submitted by the Finalists. Competition criteria are specified in Appendix 4.
"Competition proposal" ("Competition project")	<p>The result of the Finalist's work on the development of a master plan for the Astrakhan agglomeration in accordance with the requirements of the Competition Documentation and the Technical requirement.</p> <p>The composition, content and requirements for Competition proposals, as well the requirements for their design are defined in Appendix 3.</p>
"Consortium"	Association of two or more legal entities and/or self-employed entrepreneurs as a single Applicant/Participant.
"Applicant"	It can be any legal entity, self-employed entrepreneur or Consortium of legal entities, self-employed entrepreneurs who wish to participate in the Competition.
«Participant»	<p>Applicant, whose Application has passed the Technical Selection and was accepted for consideration.</p> <p>Any legal entity, a self-employed entrepreneur or a Consortium of legal entities, self-employed entrepreneurs who wish to take part in the Competition, registered on the territory of the Russian Federation in accordance with the procedure established by the legislation of the Russian Federation, can participate in the Competition. Foreign legal entities and self-employed entrepreneurs registered outside the Russian Federation can participate in the competition only if they are part of the Consortium.</p>



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"Finalist"	Participant, whose Application by the decision of the first meeting of the Jury was assigned a place from 1 to 3 in the Qualifying rating of Applications.
"Winner"	Finalist, whose Competition proposal was assigned the first number in the Rating of Competition proposals according to the results of the second meeting of the Jury.
"Qualification Selection"	Assignment of the Participants according to the summation of the evaluation marks given by the Jury members to the Participants and assigning a number in ascending order of the sum of the evaluation marks credited by each Jury member.
"Rating of Competition proposals"	Assignment of the Finalists from 1st to 3rd place. According to the summation of the evaluation marks credited by the members of the Jury, the Finalists get assigned numbers in ascending order of the sum of the evaluation marks credited by each Jury member.
"Technical Selection"	Selection of Applications of Applicants by the Competition Operator for their compliance with the requirements for the Application.
«Technical requirement»	A detailed description of the requirements of the Competition Operator in relation to the Competition proposals developed by the Finalists.
"Competition Conditions"	Competition Terms and Conditions specified in the Competition Documentation.



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2. GENERAL PROVISIONS

2.1. Purpose of the Competition

Selection of the optimal master plan for the Astrakhan agglomeration that implements the scenario of the development of the territory, taking into account the identifying capacities and promising avenues for integration.

2.2. Subject of the Competition

Development of a master plan for the Astrakhan agglomeration.

2.3. Schedule and terms of the Competition

The competition consists of two stages. The schedule of the Competition is defined in Appendix 1 to the present Conditions.

2.4. Operator's powers

The Operator performs functions related to the Competition, including:

- publication and placement of a notice of the Competition;
- receiving messages, information and documents from Applicants, Participants, Finalists, including Applications and Competition proposals;
- publication of notifications and notices related to the Competition;
- creation and maintenance of the Competition website;
- organizing and realization of the preparatory and awareness-raising events;
- interaction with members of the Jury and the Judging panel;
- preparation of materials for meetings of the Jury and the Judging panel, including the Catalog of registered Applications;
- organization of meetings of the Jury and the Judging panel;
- providing clarifications regarding the provisions of the Competition Documentation to Applicants, Participants, Finalists and to the Winner;
- drafting the minutes of meetings of the Jury and the Judging panel.

2.5. Powers and principles of the Jury

2.5.1. The powers of the Jury include:

- evaluation and comparison of the Applications of the Participants, selection of three (3) Finalists of the Competition;
- evaluation and comparison of the Competition proposals prepared by the Finalists, formation of the Competition Rating, selection of the Winner;
- disqualification of Participants or Finalists.

In the course of its activity, the Jury should be guided by the principles of professionalism, independence of opinion and objectivity of refereeing, as well as the provisions regarding the Competition Documentation. The members of the Jury carry out their activities free of charge.

2.6. Applicable law

The relations of the parties (Applicants, Participants, Finalists, Operator and Customer) in relation to the Competition are carried out in accordance with the legislation of the Russian Federation. This being said the provisions specified in Article 447 and Chapter 57 of the Civil Code of the Russian Federation are not applicable to the procedure and the Competition Conditions.



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2.7. Terms of the Competition Conditions

From the moment of submission of the Application, these Conditions become mandatory for each Applicant

2.8. Amendments to the Competition Conditions

2.8.1. The Operator, on his own initiative, has the right to make a decision to amend the Competition Conditions no later than three (3) business days before the deadline for accepting Applications. It is not allowed to change the subject of the Competition

2.8.2. Within five (5) business days from the date of the decision to amend the Competition Conditions, but no later than three (3) business days before the deadline for accepting Applications, such changes must be published by the Operator on the website of the Competition and from that moment become mandatory for each Applicant/Participant of the Competition.

2.9. Competition documentation

Competition documentation includes the following sections, each of which is its integral part:

- Section I: Invitation to participate (notice of the Competition);
- Section II: Competition Conditions;
- Section III: Technical requirement and Baseline data.

2.10. The publication procedure of the Competition documentation

2.10.1. Section I of the Competition Documentation (Invitation to participate (notice of the Competition)) must be published on the Competition website on March 17, 2021 and should remain publicly available.

2.10.2. Section II of the Competition Documentation (Competition Conditions) must be published on the Competition website on March 17, 2021 and should remain publicly available.

2.10.3. Section III of the Competition Documentation (Technical requirement and Baseline data) must be provided to the Finalist of the Competition after a written confirmation of participation during the second stage of the Competition.

2.11. The Clarification Procedures

2.11.1. Any Contestant, Participant, Finalist has the right to send a request to the Operator for the clarification of the provisions of the Competition documentation. Such a request must be sent in writing by mail or electronic communication to the address specified in these Competition Conditions.

2.11.2. The Operator is obliged to provide a response to the request for clarification of the provisions of the Competition documentation in the form of an electronic document within five (5) business days from the date of receipt of the specified request. Requests by Applicants must be received no later than five (5) business days before the deadline for accepting Applications. The Operator is not obliged to respond to requests received after the expiration of the specified period.

2.11.3. Delay in the submission of responses cannot be considered a reason to extend the deadline for submitting an Application or Competition proposals.

2.12. Disputes Management

All disputes that may arise from the relations of the parties related to the Competition are subject to consideration in the Arbitration Court of Moscow.

2.13. Language

The official languages of the Competition are Russian and English. Competition proposals must be submitted in Russian and English.

2.14. Addresses



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2.14.1. Competition website address: astraplan.ru.

2.14.2. Notifications and requests for clarification of the provisions related to the Competition documentation must be sent to:

21 Bolshaya Molchanovka street, office 13, Moscow, Russian Federation 121069

Agency for Strategic Development OOO "CENTER " (Center LLC)

E-mail: info@astraplan.ru

Remark: ASTRAKHAN COMPETITION Participant name

2.14.3. Competition proposals must be sent to this address (or amendments to the submitted Competition proposals)

Russian Federation, Astrakhan city (the exact address must be indicated in the Contract signed with the Finalist).

E-mail: info@astraplan.ru

Remark: ASTRAKHAN COMPETITION Participant name

3. THE COMPETITION PROCEDURE

The Competition consists of two stages:

- **Stage 1** - Acceptance of Applications and selection of Finalists depending on their portfolio and essays. At the first stage, a competent Jury, based on their portfolio, relevant experience and essays, selects three (3) Finalists of the Competition.
- **Stage 2** - development of Competition proposals by the Finalists, formation of the Competition proposals Rating on the basis of the evaluation made by the Jury, selection of the Winner.

3.1. Submission of Applications

3.1.1. The form and composition of the Application are determined in Appendix 2 to the present Conditions. In order to submit an Application, registration on the Competition website is required.

3.1.2. Acceptance of Applications begins from the moment of publication on the Competition website of the Invitation to participate (notice of the Competition) and ends at 12:00 (Moscow time) on April 7, 2021.

3.1.3. The Applicant has the right to amend its Application by sending a corresponding notification with the amended documents attached no later than five (5) business days before the deadline for submitting Applications.

3.2. Registration

3.2.1. Registration of Applicants as Participants of the Competition takes place on the basis of the submitted Application.

3.2.2. The Operator has the right to refuse to register the Applicant as a Participant for the following reasons:

- in case if the application does not meet the requirements of the Operator;
- in case if the application did not pass the Operator's Technical Selection;
- in case if the same Applicant has submitted more than one Application;
- in case if the Application was submitted in violation of the submission deadlines specified in clause 3.1.2 of the present Conditions.



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3.2.3. No later than ten (10) business days from the date of completion of the Application acceptance, the Operator informs all Applicants about their registration as Participants or about their refusal to be registered by sending them a letter via e-mail to the address specified in the Applicant's Application, and provides the Jury with a Catalog of registered Applications consisting of Applications accepted for registration.

3.3. Disclosure of information

Reasons for Potential Conflict of Interest:

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

- in relation to a member of the Jury, as well as to a physical person, subordinate to a member of the Jury in accordance with his official position;
- in relation to the person performing the functions of the sole executive body, or a member of the collegial executive body of the Operator (including each of its co-executors, subcontractors and consultants within the framework of the Competition), as well as a physical person subordinate to such a person in accordance with his official position (at the same time, for the purposes of this clause a physical person may not be recognized as subordinate to a certain person by his official position, if the labor function of such a person is solely the implementation of scientific, teaching or other creative activities), which for the purposes of this clause are recognized as capable of influencing the result of the Competition, in which case such Applicant/Participant may be recognized having the ability to influence the result of the Competition.

3.4. Disclosure Letter

3.4.1. If there are reasons provided for in clause 3.3 of the present Conditions, the Applicant/Participant is obliged to provide the Operator with a Disclosure Letter, depending on the moment the relevant reason arises:

- if there are reasons that arose at the time of completing the Application, he must provide it as part of the Application;
- if there are reasons that have arisen after the submission of the Application, he must provide it immediately after occurrence of these reasons.

3.4.2. The Disclosure Letter must be in free form and must contain the following information (the form of the Disclosure Letter is specified in Appendix 7):

- an explanation of the reasons why the Applicant/Participant may be recognized as having the ability to influence the outcome of the Competition in accordance with clause 3.3 of the present Conditions, including referring to the person with whom the Applicant/Participant is associated;
- the nature of the relationship is the reason according to which the Applicant/Participant is or can be recognized as an affiliate of the relevant person;
- peculiarities of the relationship, that is, any additional information about the relevant relationship, which, in the opinion of the Applicant/Participant, may be useful to be able to evaluate the actual possibilities of the Applicant/Participant to influence the outcome of the Competition.

3.4.3. The Disclosure Letter is subject to the mandatory inclusion in the Catalog of Registered Applications. Failure to provide the Applicant/Participant with the Disclosure Letter, when it is required by clauses 3.3 and 3.4.1 of the present Conditions, is an incontestable grounds for the disqualification of the Applicant/Participant.



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3.5. Participation in the Consortium Competition

3.5.1. Consortium.

3.5.1.1. Legal entities and/or self-employed entrepreneurs wishing to take part in the Competition can unite in Consortiums. Legal entities united in the Consortium must submit a single Application on behalf of the Consortium and for the purposes of the Competition must be considered one single Applicant/Participant/Finalist. An Applicant wishing to participate in the Competition in the form of a Consortium must provide, as part of the Application, a Consortium Declaration, the involvement of subcontractors and consultants (Consortium Declaration form can be found in Appendix 5).

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

3.5.2. Consortium Leader

3.5.2.1. The Consortium Leader is appointed by the Members of the Consortium.

3.5.2.2. The Consortium Leader can only be a legal entity or a self-employed entrepreneur registered in the territory of the Russian Federation.

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

3.5.2.4. The Consortium Leader in relations with the Operator in terms of the Competition is recognized as the person representing the interests of all members of the Consortium.

3.5.2.5. In order to be able to communicate on issues related to the Competition, the Consortium Leader must provide information about himself, his representative, his contact details, information on the involvement of subcontractors and consultants in the format of the completed Consortium Declaration.

3.6. Jury working arrangements

3.6.1. In terms of the Competition are planned two meetings of the Jury:

- at the first meeting of the Jury, the selection of three (3) Finalists of the Competition must take place;
- at the second meeting of the Jury, the selection of the best Competition proposal will take place from the entries submitted by the Finalists.

3.6.2. If on a certain date for which a meeting of the Jury is scheduled, there is no quorum or the necessary decision is not made at the meeting, the meeting of the Jury can be postponed to the next day (by the decision of the Jury, adopted by the existing composition or by absentee voting).

3.6.3. Representatives of the Operator must be present at the Jury meeting. The Jury meeting is presided by the Chairman of the Jury. This being said the representatives of the Operator have the right to inform the Jury about the powers of the Jury, the tasks of a particular meeting, the procedural rules of the Jury's activities, including the procedure for voting and decision-making.

3.6.4. Chairman of the Jury:

3.6.4.1. The Chairman of the Jury is appointed by the Operator in agreement with the Customer.

3.6.4.2. In case if the Chairman of the Jury is absent during the meeting, the powers of the Chairman of the Jury shall be exercised by the Deputy Chairman of the Jury, appointed by the decision of the Operator in agreement with the Customer.

3.6.4.3. Powers of the Chairman of the Jury:

- presides the meeting;
- accepts proposals from the Jury members on including issues on the agenda of the meeting;
- makes proposals on the agenda of the meeting;
- defines issues of the agenda of the meeting;
- monitors compliance with the working arrangements of the Jury.

3.6.5. Minutes of the meeting.

3.6.5.1. The issues on the agenda of the meeting, the course of the Jury meeting, the decisions made and the voting results must be recorded in the minutes of the Jury meeting.



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- 3.6.5.2. All members of the Jury present at the meeting must sign the attendance sheet, which is attached to the minutes of the Jury meeting;
- 3.6.5.3. The minutes of the Jury meeting must be drawn up in one (1) copy;
- 3.6.5.4. The minutes of the Jury meeting (an extract from the Minutes) containing the course of the Jury meeting, the decisions made and the voting results are published on the Competition website within ten (10) business days from the date of the corresponding Jury meeting (without attaching the attendance sheet). The opinions of the Jury members, including the number of quality points credited to each of the Participants and recorded in the voting ballots, are not subject to disclosure neither publication.
- 3.6.6. Voting and decision making.
- 3.6.6.1. A meeting of the Jury is considered competent (has a quorum) if more than half of the members of the Jury are present.
- 3.6.7. Decision making during the Jury meeting.
- 3.6.7.1. The decision on the formation of the Qualifying rating of applications and the Rating of Competition proposals is made (unless a different procedure is established by the Jury) in the manner when each member of the Jury appoints the Participants/Finalists places equal to the number of Participants/Finalists. Based on the summation of the evaluation marks credited by the members of the Jury, the Participants/Finalists get assigned numbers in ascending order according to the sum of marks credited by each member of the Jury. The result obtained is submitted for discussion of the Jury and is accepted as final.
- 3.6.7.2. Voting is closed and is carried out by filling out ballots. The Qualifying rating of Applications is based on the results of summation of the evaluation the marks credited to Participants. The rating of the Competition proposals is based on the results of summation of the evaluation marks credited to the Finalists. If it is impossible to attend the Jury meeting in person, the Jury member has the opportunity to send his opinion in writing.
- 3.6.7.3. The decision on the disqualification of a Participant is made by a quantitative vote on the principle "one member of the Jury - one vote" by a simple majority of the total number of members of the Jury present at the meeting. Voting is open and must be done by a show of hands.
- 3.7. Selection of Finalists
- 3.7.1. The decision on the Selection of the Finalists must be made by the Jury through Qualification Selection.
- 3.7.2. Participants who, according to the opinion of the Jury members, have a real 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 admitted to participate in the Competition, who were assigned a place from 1st to 3rd during the Qualification Selection, are considered Finalists.
- 3.7.4. In case if according to the results of the Jury meeting, the Applications of several Participants were credited with an equal number of points, the priority for inclusion in the Finalists is given to the Application based on the date and time of submitting the application in electronic form on the website of the Competition astraplan.ru.
- 3.7.5. The Finalists of the Competition must confirm their further participation in the Competition by notifying the Operator within five (5) business days from the date of the announcement of the list of Finalists by e-mail, as specified in clause 2.14.2 of the present Conditions.
- 3.7.6. If, by April 27, 2021, the Finalist for any reason is eliminated from the Competition, then in this case the Finalist will be the Participant whose Application has been assigned the next number, unless the Jury made a special decision to select a certain Participant in order to replace the eliminated Finalist.
- 3.8. Consideration of the Technical Requirement
- 3.8.1. The final version of the Technical Requirement and the Baseline Data is provided to the Finalists in accordance with clause 2.10.3.



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- 3.9. The procedure and terms for the transfer of Competition proposals (Competition projects)
- 3.9.1. The composition, content and requirements for the design of the Competition proposals are established in Appendix 3 to the present Conditions. Finalists must submit their Competition proposals to the Operator no later than 12:00 (Moscow time) on July 9, 2021.
- 3.9.2. The way to submit Competition proposals:
- in the electronic version: through the personal account of the Finalist on the Competition website and by e-mail of the Competition info@astraplan.ru;
 - in printed form to the address specified in clause 2.14.3 of the present Conditions.
- 3.9.3. When Competition proposals are delivered by mail, courier delivery or by express messenger, Competition proposals are deemed to have been submitted on time if they are received no later than 12:00 (Moscow time) on July 9, 2021 to the appropriate delivery address specified in the present Conditions.
- 3.9.4. At any time before the expiration of the deadline for submitting Competition proposals, the Participant may make changes to the composition of the Competition proposals by sending a notification to the Operator, attaching the documents to be corrected.
- 3.9.5. Conditions of the use of the Participant Applications and Finalists Competition proposals.
- 3.9.5.1. Each Participant gives to the Operator and the Customer the following rights to use pieces of work in the submitted Application:
- right of reproduction;
 - right of public presentation;
 - right of public communication on the air;
 - right to communication by cable;
 - right to translate;
 - right of making it available to the public.
- 3.9.5.2. Each Finalist grants the Operator and the Customer of the Competition the following rights to use the pieces of work of the submitted Competition proposal:
- right of reproduction;
 - right to distribution;
 - right of public presentation;
 - right to public performance;
 - right to translate and to alter;
 - right to the practical realization;
 - right of public communication on the air or by cable;
 - right of making the piece of work available to the public.

The Operator has the right to place Applications and Competition proposals of Applicants, Participants and Finalists on the Competition website.

4. REASONS FOR THE FINALISTS DISQUALIFICATION

- 4.1 The finalist may be denied further participation in the Competition for the following reasons:
- 4.1.1 The submitted Competition proposal does not meet the requirements of the Competition Documentation and the Technical requirement in terms of its composition and content.
- 4.1.2 The Competition proposal is submitted in violation of the established deadlines.
- 4.1.3 Affiliation.
- 4.2 Disqualification should be decided on by the Jury.
- 4.3 The decision regarding the disqualification must be posted on the Competition website.



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5. SELECTION OF THE WINNER AND THE FORMATION OF THE RATING OF COMPETITION PROPOSALS

- 5.1. The Jury considers the Competition proposals submitted by the Finalists and, taking into account the Competition Criteria set out in Appendix 4, assigns the rating numbers to the Competition proposals.
- 5.2. If two or more Competition proposals are credited with an equal number of points, the Jury must proceed to the second vote in order to determine the best of the specified Competition proposals.
- 5.3. The Winner is the Finalist, whose Competition proposal was assigned the first number as a result of the Jury meeting.
- 5.4. The notification regarding the formation of the Competition Rating must be posted on the Competition website within three (3) business days from the date the Jury makes the appropriate decision. The opinions of the Jury members recorded in the voting ballots are not subject to disclosure and publication on the Competition website.

6. REMUNERATION OF THE WINNER AND FINALISTS

- 6.1. The total amount of the Prize Fund of the Competition is fifteen million five hundred thousand (15,500,000) rubles 00 kopecks, including all taxes and fees applicable to the Finalists.
- 6.2. The Finalist, whose Competition proposal was assigned the first number after the Jury meeting, is declared to be the Winner.
- 6.3. For the development of the Competition proposal on the basis of the agreement concluded between the Operator and the Finalist, the Operator pays each Finalist two million (2,000,000) rubles 00 kopecks, including all applicable taxes and fees. The amount of remuneration includes:
 - the Finalist's remuneration in the amount of one hundred thousand (100,000) rubles 00 kopecks, including all taxes and fees applicable to the Finalist for the alienation in favor of the Operator of the exclusive rights provided for in Art. 1229, 1270 of the Civil Code of the Russian Federation, including the right to alter the project.
 - compensation for any expenses of the Finalist for the preparation and submission of the Competition proposal in the amount of one million nine hundred thousand (1,900,000) rubles 00 kopecks, including all taxes and fees applicable to the Finalist.
- 6.4. Based on the results of the Jury meeting and in accordance with the assignment of prize places, the Operator must pay:
 - 6.4.1. The Finalist who won first place according to the results of the second stage of the Competition and was recognized by the Jury of the Competition as the Winner of the Competition, a sum of four million five hundred thousand (4,500,000) rubles 00 kopecks, including taxes and fees applicable to the Finalist.
 - 6.4.2. The Finalist who took second place according to the results of the second stage of the Competition, a sum of three million (3,000,000) rubles 00 kopecks, including taxes and fees applicable to the Finalist.
 - 6.4.3. The Finalist who took the third place according to the results of the second stage of the Competition, a sum of two million (2,000,000) rubles, including taxes and fees applicable to the Finalist.



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APPENDIX 1

Competition schedule¹

March 17, 2021	Press conference dedicated to the start of the Competition
April 1, 2021	Kick-off webinar for the Competition Participants
April 7, 2021	Deadline for accepting Applications
April 16, 2021	Meeting of the Judging panel
April 19, 2021	Meeting of the Jury Selection of Finalists
May 18-19, 2021	Kick-off seminar for Finalists
July 9, 2021	Deadline for accepting Competition proposals
July 20, 2021	Meeting of the Judging panel
July 22, 2021	Meeting of the Jury Selection of the Winner of the Competition
July 22, 2021	Final press conference/Media scrum

¹ The Operator has the right to make changes to the schedule of the Competition. Information about these modifications must be published on the Competition website



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APPENDIX 2

Composition, content and requirements for registration of the Application

1. Information about the Applicant (about an individual Applicant or, in the case of a consortium, about the Consortium Leader):
 - information on the form of participation - participation as individual Participant/participation in the form of a Consortium (with participation in the form of a Consortium, the name of the Consortium must be specified);
 - full name of the Applicant;
 - abbreviated name of the Applicant;
 - staff of the Company;
 - a brief history of the Applicant, a brief description of the Applicant's activities, main areas of activity (with maximum 1,500 characters, including spaces);
 - date of registration of the Applicant;
 - information about awards and competitions won over the past 5 years in an amount of no more than 10 (name, year of receiving the award) (with maximum 1500 characters, including spaces);
 - manager of the Applicant (full name, post);
 - e-mail address of the Applicant's manager;
 - address of the Applicant's website;
 - Applicant's representative responsible for completing the Application (name, post);
 - email address of the representative responsible for completing the Application;
 - contact phone number of the representative responsible for completing the Application;
 - country of the Applicant;
 - city (town) of the Applicant;
 - postal address of the Applicant, telephone number (with the country code and city code);
 - registered office address of the Applicant;
 - ideological approach of the company and presentation of the team (in pdf format, horizontal orientation, 2 slides) (optional for submission);
 - additional information that the Applicant wishes to tell about himself (with maximum 1500 characters, including spaces) (optional for submission).
2. Information about the members of the Consortium:
 - Company's full name;
 - Company's abbreviated name;
 - country;
 - city (town).
3. The portfolio should include 5 relevant projects of the Applicant (in the case of a Consortium - the portfolio of all members of the Consortium, but at least 1 project of the Consortium Leader), developed by the Participants independently or as part of temporary creative teams in the following fields:
 - integrated development of cities, towns and regions: concepts, strategies for the development of constituent entities of the Russian Federation, municipal districts and municipalities, urban districts;
 - development of documents for spatial planning and land planning: territory planification schemes, general layout for settlements and urban districts, planning projects for cities and towns and/or large functional areas;



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- development of master plans of agglomerations, cities and towns, large intraurban functional planning formations, major functional complexes (Shopping and Entertainment Centers etc.);
- economy.

However at least 2 out of 5 submitted projects must refer to master plan documents.

When submitting an Application, the following information about the project must be specified:

- name of the project;
- year of the implementation;
- location;
- project implementation status - implemented/not implemented/in progress. An implemented project is: a facility, the construction of which has been completed, a created public space or other completed projects (with the attached pictures of the stage of implementation of the facility for the time being). For documentation on the strategic and/or planned development of land and territory, it is necessary to provide links to information resources confirming the implementation of the project activities and/or pictures of the areas that were reorganized in accordance with these projects.
- project description with up to 2000 characters, including spaces;
- visual materials - no more than 3 images for each project in .jpeg format, in horizontal orientation, no larger than 5 MB each.

4. Essay (from 4,000 to 6,000 characters, including spaces), describing a personalized key idea of the territory development and approaches to development as well, taking into account the development potential of the territory, visualization of the solutions described in the essay, including conceptual schematic diagrams and models, in the amount of no more than 2 images in .jpeg format, in horizontal orientation, no larger than 5 MB each (visualizations are optional for submission)

5. Documents provided by the Applicant as part of the Application (in pdf format, in vertical orientation, no larger than 50 MB each):

Section - Basic documents:

- Charter of the Company (in case of self-employed entrepreneur a registration certificate of self-employed entrepreneur must be provided);
- Extract from the Unified Public Register of Legal Entities or a notarized copy of such an extract, received no earlier than 6 months before the day the Applicant submits his Application to participate in the Competition (for legal entities and self-employed entrepreneurs);
- Certificate of Registration with the Tax Authorities (Taxpayer Identification Number);
- document confirming the power of the head of the legal entity or his representative (decision/minutes on the appointment of the General Director and else) to act on behalf of the Applicant (optional for submission for the self-employed entrepreneurs).
- Application confirming that the Applicant is familiar with and agrees with the Competition Documentation (the Application form for familiarization and consent with the Competition Documentation is presented in Appendix 6);
- Consortium Declaration (in case of participation in the form of a Consortium) (the Consortium Declaration form is presented in Appendix 5).

Section - Additional documents (optional for submission):

- information card of the Applicant (legal card of the Entity);
- SRO Certificate (self-regulating organization) of admission to work on the preparation of the project documentation (foreign organizations must provide the appropriate ISO Certificate);



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-
- Disclosure Letter (the form of the Disclosure Letter is provided in Appendix 7 of the present Conditions).

The portfolio and information concerning the Applicant must be uploaded to the Applicant's personal account page on the Competition website <http://astraplan.ru/> in accordance with the requirements of the electronic form no later than 12:00 (Moscow time) on April 7, 2021.



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APPENDIX 3

Composition, content and requirements for the design of the Competition proposals of the second stage of the Competition²

The composition of the materials of the second stage:

- a conceptual development model of the Astrakhan agglomeration based on the specified potential of the agglomeration development;
- scenario of spatial development of the Astrakhan agglomeration during the period 2021-2032
- the scenario of spatial development of the municipality "City of Astrakhan" as a center of agglomeration;
- land planning measures to ensure the implementation of the proposed scenario for the spatial development of the Astrakhan agglomeration during the period 2021-2032;
- proposals concerning the architectural and space-planning design of the key development areas and facilities of interregional and regional significance; principled approaches in organizing the environment of agglomeration settlements (typical situations);
- a financial and economic model for the development of the agglomeration, which ensures the sustainable development of the territory using effective financing arrangements, which further contributes to the creation of a multiplier effect in various sectors of the economy.

Requirements for the format of the materials of the second stage of the Competition

Finalists must submit the competition materials for the second stage in printed and electronic form in Russian and English no later than 12:00 (Moscow time) on July 9, 2021.

Materials provided in printed format in Russian and English languages should contain

- an A3 format album in horizontal orientation, containing a text and graphics with a full justification and description of the adopted design solutions of the concept and should be submitted in 3 copies;
- tablets of 1000x1400 mm format in vertical orientation (minimum 6 - maximum 9). Tablets should be made of lightweight materials. Submission composition: vertical (a sample of the tablets will be available on the Competition website in the personal accounts of each Finalist). The accepted overall dimensions of the exposition for each Finalist must not exceed more than 3000–5000 x 1400 mm for its vertical configuration. Only 1 copy must be submitted;
- additional materials can be provided at the discretion of the Finalists (no more than 5 documents) in 2 copies for submission to the Jury members. *

Materials provided in electronic format in Russian and English languages should contain

- an album in horizontal orientation, containing a text and graphics with a full justification and description of the adopted project solutions;
- tablets of 1000x1400 mm format in vertical orientation (minimum 6 - maximum 9);
- presentation in horizontal orientation with no more than 100 slides. The presentation should show the Competition proposal as clearly as possible and be demonstrated to the Jury members during the meeting;
- video with 3D modeling elements (duration from 2 to 5 minutes):
 - 3D visualization of the whole area of the Astrakhan agglomeration, illustrating the conceptual model of the agglomeration with the display of transport, natural and ecological

² The detailed composition, content and requirements for the design of the Competition proposals of the second stage of the Competition can be clarified and will be transferred to the Finalists of the Competition.



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frameworks, key drivers of its development following the main stages of implementation, using infographics on key indicators of the economic, social and budget-funded efficiency of the proposed development scenarios;

- 3D-visualization of the area of the municipality "City of Astrakhan", illustrating the main proposals for its spatial development following the main stages of implementation and using infographics on key indicators of economic, social and budget-funded efficiency of the proposed development scenarios.
- additional materials (no more than 5 documents) can be provided in jpeg, pdf, excel formats. *

Album, presentation, tablets, video and additional materials (if any) must be provided in Russian and English in the following form:

1. Using the personal account of the Finalist on the Competition website:

- album (single pdf-file should not exceed more than 50 MB);
- tablets (each tablet is loaded as a separate pdf file, no larger than 10 MB);
- presentation (single pdf-file should not exceed more than 50 MB);
- video (mpeg4, AVI that should not exceed more than 500 MB in Full HD quality);
- additional materials (maximum 5 separate files in jpeg, pdf, excel formats no larger than 25 MB).*

2. On electronic carrier (USB flash drive):

- album (as a single pdf file with a resolution of 300 DPI);
- tablets (each tablet must contain a separate pdf file with a resolution of 300 DPI);
- presentation (a single pdf file with a resolution of 300 DPI);
- video.

3. On the email of the Competition info@astraplan.ru :

- album (as a single pdf file with a resolution of 300 DPI);
- tablets (each tablet must contain a separate pdf file with a resolution of 300 DPI);
- presentation (a single pdf file with a resolution of 300 DPI);
- video.

4. In printed format

- album;
- tablets;
- additional materials. *

* Can be provided at the discretion of the Participant



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APPENDIX 4

Competition Criteria

The Jury will evaluate the Competition proposals in accordance with the following criteria:

1. Compatibility with the Technical requirements.
2. The coherence of the proposed scenario for the development of the Astrakhan agglomeration, taking into account the provision of optimal use of the available territorial, natural (including agro-climatic), financial resources, accumulated scientific and symbolic capital, transport logistics and tourism potential.
3. Ensuring the achievement of the maximum of the economic, social and budgetary efficiency of the proposed agglomerative development scenario.
4. Ensuring the formation of a new quality environment on the area inside the core of the agglomeration, improving the quality of the environment in the area of the municipalities of the Astrakhan agglomeration and leveling the disproportion in the development of urban and rural settlements.
5. Compliance of the Competition proposals with international environmental standards, including ensuring the reduction of anthropogenic pressure on the ecosystems of the Volga river delta and the developed system of specially protected natural areas of the Astrakhan region.



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APPENDIX 5

Consortium Declaration

We, the undersigned, do hereby declare the following:

1. This Declaration was made by us in relation to our participation in the **OPEN INTERNATIONAL COMPETITION FOR DEVELOPMENT OF A MASTER PLAN FOR ASTRAKHAN AGGLOMERATION**.
2. The terms (words and expressions written in this Declaration with a capital letter) defined in the Competition Documentation published on the date of this Declaration on the Competition website are used in this Declaration with the same meaning.
3. This Declaration is an integral part of our Application.
4. We look forward to participating in the Competition as part of the Consortium. You are kindly requested to refer to us in the framework of this Competition as: [NAME OF CONSORTIUM].
5. The present Declaration is the only document that defines the Consortium composition. There are no other documents, commitments or promises that provide or imply the participation of any person not specified in the present Declaration in our activities as a Applicant or Participant in the Competition.
6. The Consortium Leader is endowed by us and has the rights and powers to represent each member individually and all together members of the Consortium in the framework of the Competition, in particular, when submitting an Application, a Competition proposal and concluding a Contract with the Finalist, as well as in further relations with the Customer, in particular when negotiating the celebration of the Contract and specifically at the very celebration of the Contract. All contacts with our Consortium in the framework of the Competition and after its completion in relation with the Competition proposals that we have developed must be carried out through intermediary of the Consortium Leader.
7. Consortium Composition:
 - a. Consortium Leader: [NAME, REGISTRATION NUMBER, REGISTERED OFFICE, INDICATION OF FUNCTIONAL COMPETENCE WITHIN THE CONSORTIUM WHEN WORKING ON COMPETITION PROPOSALS]
 - b. Other Consortium Participants [FOR EVERYONE]:
 - [NAME, REGISTRATION NUMBER, REGISTERED OFFICE]
 - [INDICATION OF FUNCTIONAL COMPETENCE WITHIN THE CONSORTIUM WHEN WORKING ON COMPETITION PROPOSALS]
 - [SPECIAL ASPECTS OF LEGAL RELATIONSHIP WITH THE CONSORTIUM LEADER, ANOTHER MEMBER OF THE CONSORTIUM (FOR EXAMPLE, SIMPLE PARTNERSHIP, LABOUR CONTRACT)]
 - OTHER INFORMATION ABOUT CONSORTIUM SELECTION]

Dateline _____

Signature/stamp of each Consortium member _____



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APPENDIX 6

Application form confirming that the Applicant is familiar with and agrees with the Competition Documentation

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

We refer to the Competition Documentation in relation to the **OPEN INTERNATIONAL COMPETITION FOR DEVELOPMENT OF A MASTER PLAN FOR ASTRAKHAN AGGLOMERATION.**

The terms defined in the Competition Documentation have the same meanings in the present Application.

We hereby [SELECT: as an individual applicant OR as a Consortium Leader on behalf of all Consortium members specified in the Application] make the following statements:

- We are familiarized with the Competition Documentation, we express our agreement with the provisions of the Competition Conditions, we join them and we confirm our consent as well, in case if someone else is recognized as a Winner or a Finalist of the Competition, to transfer exclusive rights to the Competition Proposal in accordance with the Competition Conditions.
- We hereby confirm the accuracy of the information that we provided in the Application and we confirm the right of the Operator to request from us, from the competent authorities, as well as from the legal entities and individuals mentioned in our application, information that clarifies the information that we provided herein.
- We are aware that our Application may be rejected and we may be disqualified during the Qualification Selection in case if the information we provide turn out to be faithless, incomplete or inaccurate, including if we avoid being obliged to provide a Disclosure Letter when it is mandatory in accordance with the provisions specified in the Competition Conditions.
- We hereby agree to accept the decisions of the Jury as valid and final.

Dateline _____

Signature/stamp _____



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APPENDIX 7

Disclosure Letter Form

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

We refer to the Competition Documentation in relation to the **OPEN INTERNATIONAL COMPETITION FOR DEVELOPMENT OF A MASTER PLAN FOR ASTRAKHAN AGGLOMERATION.**

The terms defined in the Competition Documentation have the same meanings in the present Application.

We hereby [SELECT: as an individual applicant OR as a Consortium Leader on behalf of all members of the Consortium specified in the Application] notify you that:

Dateline _____

Signature/stamp _____



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