



COMPETITION TERMS & CONDITIONS

Open International Competition for the development of an
architectural and planning renovation concept for the city of Norilsk
up to 2035

In accordance with the terms and conditions of the Contract for the provision of paid services No. N-I-MK dated June 04, 2021 (hereinafter referred to as the Contract), as part of the implementation of the preparatory stage measures, services were provided for the development of the Competition documentation, the main conditions and parameters of the Open International Competition for the development of an architectural and planning renovation concept for the city of Norilsk up to 2035 (hereinafter referred to as the Competition).

The Contractor carried out the development of a scheme for holding the Competition, requirements for participants, the formation of an application form, an expanded list of potential members of the Jury and Expert Council of the Competition, as well as the present Competition Terms & Conditions.

Customer:

ANO (Autonomous Non-Commercial Organization) Norilsk Development Agency

Contractor:

OOO (LLC) CENTER LAB

Competitive territory:

Norilsk city, Krasnoyarsk region, Russian Federation

Object of the competition:

Architectural and planning renovation concept for the city of Norilsk

Competition period:

July 2021 - March 2022

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¹ 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.

**COMPETITION TERMS
& CONDITIONS**

COMPETITION TERMS & CONDITIONS

1. GLOSSARY

1.1. Meaning of the terms

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

Customer	ANO (Autonomous Non-Commercial Organization) Norilsk Development Agency
Application	Information and documentation submitted by the Applicant/Participant in order to participate in the Competition. 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.
Catalog of Registered Applications	An electronic archive of applications for participation, compiled by the Operator and combining the Applications submitted by the Participants that have passed the Qualification Selection.
Qualification Selection	The Competition Operator selects the Applications submitted by Applicants in order to ensure their compliance with the Application requirements.
Qualifying rating of Applications	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.
Competition	An event for the development of 3 architectural and planning concepts, the result of which will be the determination of the Winner.
Competition Documentation	Competition documentation includes: - Competition Invitation (notification of the Competition); - Competition Terms & Conditions - Terms of Reference.
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 (Concept)	The result of the Finalist's work on the development of architectural and planning renovation concept for the city of Norilsk in accordance with the requirements of the Competition Documentation and the Terms of Reference. The composition, content and requirements for Competition Proposals, as well the requirements for their design are defined in Appendix 3.
Consortium	Association of two or more legal entities and/or self-employed entrepreneurs as a single Applicant/Participant.
Operator	(OAO) Limited Liability Company CENTER LAB.

Winner	Finalist, whose Competition Proposal was assigned the first number in the Rating of Competition Proposals as a result of the second meeting of the Jury.
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.
Competition Proposals Rating	Assignment of the Finalists from 1st to 3rd place. Based on the summation of the marks given by the members of the Jury, the Finalists are assigned numbers in ascending order of the sum of the marks given by all members of the Jury.
Terms of Reference	A detailed description of the requirements of the Operator of the Competition for the development of functional planning and architectural and spatial solutions as part of the masterplan, including for key facilities and areas of the city of Norilsk.
Technical examination	Evaluation of concepts according to the criteria of compliance with the requirements of the Terms of Reference, regulatory documents of the Russian Federation, Krasnoyarsk Territory and the city of Norilsk.
Competition Terms & Conditions	Competition Rules and Terms & Conditions specified in the Competition Documentation.
Participant	<p>Applicant, whose Application has passed the Qualifying 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 in 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 individual entrepreneurs registered outside the Russian Federation can take part in the Competition only as part of the Consortium.</p>
Finalist	The Participant, whose Application was assigned a place from 1 to 3 in the Qualification rating of Applications by the decision of the first meeting of the Jury.
Expert Council	<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, conduct an expert assessment of applications and form recommendations for the Jury, as well as conduct an expert assessment of the Competition Proposals of the Finalists and formulate recommendations on the distribution of prizes among the Finalists of the Competition based on the results of stage II of the Competition.</p> <p>The Expert Council consists of representatives of the Customer, executive authorities of the Krasnoyarsk Territory, and includes Russian and international experts in the field of urban planning and architecture.</p> <p>Expert Council Members shall be appointed and act in their personal capacity, but not as representatives of organizations, members (participants) of management bodies or employees. They should neither accept for execution nor ask anybody for instructions on how to make decisions that fall within the competence of the Expert Council.</p>

Jury

A 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 distribute prizes among the Finalists of the Competition based on the results of the II stage of the Competition.

The Jury consists of representatives of the Customer, executive authorities of the Krasnoyarsk Territory and includes Russian and international experts in the field of urban planning and architecture.

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.

2. GENERAL PROVISIONS

2.1. Purpose of the Competition

Selection of the best architectural and planning renovation concept for the city of Norilsk up to 2035, which determines the optimal parameters and solutions for the development of the city in accordance with modern approaches in the field of architecture, urban planning and urban technologies.

2.2. Subject of the Competition

Development of 3 (three) architectural and planning concepts for the renovation of the city of Norilsk up to 2035.

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 Terms and Conditions.

2.4. Operator's powers

The Operator performs functions related to the Competition, including:

- publication and placement of a notice regarding 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;
- organization and realization of the preparatory and awareness-raising events;
- interaction with Expert Council members;
- interaction with Jury members;
- preparation of materials for meetings of the Expert Council and the Jury, including the Catalog of registered applications;
- organizing of the Expert Council meetings;
- organizing of the Jury meetings;
- providing clarifications regarding the provisions of the Competition Documentation to Applicants, Participants, Finalists and to the Winner;
- keeping the minutes of the meetings of the Expert Council;
- keeping the minutes of the meetings of the Jury;

2.5. Powers and principles of activity of the Expert Council

The powers of the Expert Council include:

- evaluation and comparison of the Applications of the Participants, selection of the most priority candidates of the Competition for the subsequent sending of the list to the members of the Jury;
- evaluation and comparison of the Competition Proposals prepared by the Finalists, the formation of the Competition Proposals Rating.

In its work, the Expert Council is guided by the principles of professionalism, independence of opinion and objectivity of refereeing, as well as the provisions of the Competition Documentation.

2.6. Powers and principles of the Jury

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.

2.7. Applicable law

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

2.8. Terms of the Competition Terms and Conditions

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

2.9. Amendments to the Competition Terms and Conditions

2.9.1. The Operator, on his own initiative, has the right to make a decision to amend the Competition Terms and 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

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

2.10. Competition documentation

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

- Section I: Competition Invitation (notice of the Competition);
- Section II: Competition Terms and Conditions;
- Section III: Terms of Reference

2.11. The publication procedure of the Competition documentation

2.11.1. Section I of the Competition documentation (Competition Invitation (notice of the Competition)) shall be published on the Competition website in the public domain on July 13, 2021.

2.11.2. Section II of the Competition Documentation (Competition Rules) shall be published on the website of the Competition in the public domain on July 13, 2021.

2.11.3. Section III of the Competition documentation (Terms of Reference) shall be provided to the Finalists of the Competition after written confirmation of participation in the II stage of the Competition.

2.12. The Clarification Procedures

2.12.1. Any Applicant, 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 Terms and Conditions.

2.12.2. 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 made by Applicants must be received no later than five (5) business days before the deadline for accepting Applications.

2.12.3. The Operator is not obliged to respond to requests received after the expiration of the specified period.

2.12.4. Delay in the submission of responses cannot be considered as a ground to extend the deadline for submitting an Application or Competition Proposals.

2.13. Disputes Management

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

2.14. Language

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

2.15. Addresses

2.15.1. Competition website address: <http://norilsk2035.ru>.

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

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

OOO (LLC) CENTER LAB

E-mail: info@norilsk2035.ru.

Remark: NORILSK COMPETITION Participant name

2.15.3. Competition Proposals must be sent to the following address (or amendments submitted in the Competition Proposals)

Russian Federation, city of Norilsk (the exact address shall be indicated in the Contract with the Finalist).

E-mail: info@norilsk2035.ru

Remark: NORILSK COMPETITION Participant name

3. COMPETITION PROCEDURE

The Competition consists of two stages:

- **Stage 1** - acceptance of Applications and selection of Finalists by portfolio and essays. At the first stage, the Jury selects three (3) Finalists of the Competition on the basis of the relevant portfolio, essay and the opinion of the Expert Council.
- **Stage 2** - development of the Competition Proposals by the Finalists, formation of the Competition Proposals based on the assessment of the Expert Council and 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 Terms and 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 website of the Competition Invitation (notice of the Competition) and ends at 12:00 (Moscow time) on September 21, 2021.

3.1.3. The Applicant has the right to amend his 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 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 Terms and Conditions.

3.2.3. Not later than ten (10) business days from the date of completion of the application acceptance, the Operator shall inform all Applicants about their registration as Participants or about their refusal to register by sending them a letter via e-mail to the address specified in the Applicant's Application, and provides the Expert Council and the Jury with the Catalog of registered Applications, formed from 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, it can be 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 Expert Council, the Jury, as well as to an individual subordinate to a member of the Expert Council, a member of the Jury in accordance with his/her 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 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 arise:

- if there are grounds that arose at the time of filing the Application - as part of the Application;
- if there are grounds that have arisen after the submission of the Application - immediately after their occurrence.

3.4.2. The Disclosure Letter must be written 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 a person able to influence the outcome of the Competition in accordance with clause 3.3 of the present Conditions, including referring to the person associated to the Applicant/Participant;
- the nature of the relationship is the reason according to which the Applicant/Participant is recognized 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 evaluate the actual possibilities of the Applicant/Participant to influence the outcome of the Competition.

3.4.3. The disclosure letter is subject to mandatory inclusion in the Catalog of registered applications. Failure by the Applicant/Participant to provide the Disclosure Letter, when its required in accordance with clauses 3.3 and 3.4.1 of the present Terms and Conditions, shall be considered as an unconditional ground for disqualification of the Applicant/Participant .

3.5. Participation in the Consortia Competition

3.5.1. Consortium.

3.5.1.1. Legal entities and/or self-employed entrepreneurs wishing to take part in the Competition can be united in Consortia. 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 shall be 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 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 Leader of the Consortium in relations with the Operator within the framework of the Competition shall be recognized as a 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. Expert Council proceedings

3.6.1. Within the framework of the Competition, two meetings of the Expert Council are planned:

- at the first meeting of the Expert Council, it is planned to draw up a list of leaders of the first stage and select the most priority candidates of the Competition for the subsequent sending of the list to the members of the Jury. The meeting of the Expert Council shall be held online;
- at the second meeting of the Expert Council, it is planned to evaluate the best Competition Proposals from the works submitted by the Finalists in order to form a conclusion made by the Jury. The meeting of the Expert Council shall be held online;

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

3.6.3. The representatives of the Operator shall be present at the Expert Council meeting. The meeting of the Expert Council shall be chaired by the Chairman of the Expert Council. At the same time, the representatives of the Operator have the right to inform the Expert Council about the powers of the Expert Council, the tasks of a particular meeting, the procedural rules of the Expert Council's work, including the procedure for voting and decision-making.

3.6.4. Chairman of the Expert Council:

3.6.4.1. The Chairman of the Expert Council shall be determined by the Operator in agreement with the Customer.

3.6.4.2. In the case of the absence of the Chairman of the Expert Council at the meeting, the powers of the Chairman of the Expert Council shall be exercised by the Deputy Chairman of the Expert Council, appointed by the decision of the Operator in agreement with the Customer.

3.6.4.3. Powers of the Chairman of the Expert Council:

- conducts the meeting;
- accepts proposals from the Expert Council members on introducing issues into 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 proceedings of the Expert Council.

3.6.5. Minutes of the meeting.

3.6.5.1. The issues on the agenda, the course of the meeting of the Expert Council, the decisions made and the results of voting shall be reflected in the minutes of the meeting of the Expert Council.

3.6.5.2. All Expert Council members present at the meeting must sign the attendance sheet, which is attached to the minutes of the Expert Council meeting.

3.6.5.3. The minutes of the meeting of the Expert Council shall be drawn up in one (1) copy.

3.6.5.4. The minutes of the meeting of the Expert Council (an extract from the minutes), containing the course of the meeting of the Expert Council, the decisions made and the voting results, shall be published on the website of the Competition within ten (10) business days from the date of the corresponding meeting of the Expert Council (without attaching the attendance sheet). The opinions of the Expert Council members, including the number of points assigned to each of the Participants and recorded in the voting ballots, are not subject to disclosure and publication.

3.6.6. Voting and decision making.

3.6.6.1. A meeting of the Expert Council is competent (has a quorum) if more than half of the members of the Expert Council are attending the meeting.

3.6.6.2. Decision-making within the framework of an Expert Council meeting.

The decision on the formation of the Qualification rating of applications and the Rating of the Competition Proposals shall be made (unless a different procedure is established by the Expert Council) in the order when each member of the Expert Council assigns Participants/Finalists to places equal to the number of Participants/Finalists. Based on the summation of the marks given by the members of the Expert Council, Participants/Finalists shall have assigned numbers in ascending order of the sum of the marks given by all members of the Expert Council. The result obtained shall be submitted for discussion by the Expert Council and shall be accepted as final.

3.6.6.3. Voting shall be closed and shall be carried out by filling out ballots. The Qualifying rating of Applications shall be based on the results of summation of the evaluation the marks credited to Participants. The rating of the Competition proposals shall be based on the results of summation of the evaluation marks credited to the Finalists. If it is impossible to attend a meeting of the Expert Council in person, a member of the Expert Council has the opportunity to send his opinion in writing.

3.7. Jury working arrangements

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

- at the first meeting of the Jury three (3) Finalists of the Competition have to be selected. The Jury meeting shall be held in face-to-face and online formats.
- at the first meeting of the Jury the Winner shall be determined. The Jury meeting shall be held in face-to-face and online formats.

3.7.2. 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).

3.7.3. Representatives of the Operator must be present at the Jury meeting. The meeting of the Jury shall be conducted 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.

3.7.4. Chairman of the Jury:

3.7.4.1. The Chairman of the Jury must be appointed by the Operator in agreement with the Customer.

3.7.4.2. 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.

3.7.4.3. Powers of the Chairman of the Jury:

- conducts 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.

3.7.5. Minutes of the meeting.

3.7.5.1. The issues on the agenda, the course of the Jury meeting, the decisions made and the voting results shall be reflected in the minutes of the Jury meeting.

3.7.5.2. All members of the Jury present at the meeting must sign the attendance sheet, which is attached to the minutes of the Jury meeting.

3.7.5.3. The minutes of the Jury meeting shall be drawn up in one (1) copy.

3.7.5.4. 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, shall be published on the Competition website within ten (10) business days from the date of the corresponding Jury meeting (without attaching an 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.

3.7.6. Voting and decision making.

3.7.6.1. A meeting of the Jury is competent (has a quorum) if more than half of the members of the Jury are attending the meeting.

3.7.7. Decision making during the Jury meeting.

3.7.7.1. The decision on the formation of the Qualifying rating of the Applications and the Rating of Competition Proposals shall be 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 shall be submitted for discussion of the Jury and must be accepted as final.

3.7.7.2. Voting shall be closed and shall be carried out by filling out ballots. The Qualifying rating of Applications shall be based on the results of summation of the evaluation the marks credited to Participants. The rating of the Competition proposals shall be 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.

3.7.7.3. The decision on the disqualification of a Participant shall be 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 attending the meeting. Voting shall be open and done by show of hands.

3.8. Selection of Finalists

3.8.1. The decision on the Selection of the Finalists must be made by the Jury through Qualification Selection.

3.8.2. Participants who, according to the opinion of the Jury members, have a real opportunity to influence the Competition results, are not allowed to participate in the Qualification Selection.

3.8.3. No more than three (3) Participants admitted to participate in the Competition, who were assigned a place from 1st to 3rd in the course of the Qualifying Selection, shall be recognized as Finalists.

3.8.4. If, according to the results of the Jury meeting, the Applications of several Participants scored an equal number of points, the Jury will vote again.

3.8.5. If, according to the results of the repeated voting of the Jury, the Applications of several Participants scored an equal number of points, the priority for inclusion in the Finalists list shall be given to the Application based on the date and time of submitting the Application in electronic form on the Competition website <http://norilsk2035.ru>.

3.8.6. 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 specified in clause 2.15.2 of these Terms and Conditions.

3.8.7. If, before October 27, 2021, the Finalist for any reason withdraws from the Competition, the Finalist shall be the Participant whose Application has been assigned the next serial number, unless the Jury made a special decision in order to select a specific Participant as a replacement for the eliminated Finalist.

3.9. Consideration of the Terms of Reference

3.9.1. The final version of the Terms of Reference and Initial Data shall be provided to the Finalists in accordance with clause 2.11.3.

3.10 The procedure and terms for the transfer of the Competition Proposals (Concepts)

3.10.1. The composition, content and requirements for the design of the Competition Proposals are established in Appendix 3 to the present Terms and Conditions. Finalists must submit Competition Proposals to the Operator no later than 12:00 (Moscow time) on February 17, 2022.

3.10.2. The way to submit Competition Proposals:

- in the electronic version, including materials in an editable format: through the personal account of the Finalist on the Competition website and by e-mail of the Competition: info@norilsk2035.ru;
- in printed form to the address specified in clause 2.15.3 of these Terms and Conditions.

3.10.3. When Competition Proposals shall be delivered by mail, courier delivery or courier dispatch, Competition Proposals are deemed to have been submitted on time if they are received no later than 12:00 (Moscow time) on February 17, 2022 to the corresponding delivery address specified in these Terms and Conditions.

3.10.4. 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.

3.11. Conditions of the use of the Participant Applications and Competition Proposals of the Finalists.

3.11.1. Each Participant grants the Operator and the Customer of the Competition the right to use the works included in the submitted Application in the form contained in Appendix 8:

- 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.

3.11.2. Each Finalist is obliged to transfer to the Competition Operator along with the result of the work (Competition Proposals), the exclusive right to these Proposals as a result of intellectual activity on a full-scale basis. The relationship between the Finalist and the Competition Operator shall be governed by the agreement (Contract) concluded between them.

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

4. GROUNDS FOR DISQUALIFICATION OF FINALISTS

4.1. The Finalist may be denied further participation in the Competition for the following reasons:

4.1.1. The submitted Competitive Proposal does not meet the requirements of the Competition Documentation and the Terms of Reference 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 by the Jury.

4.3. The decision regarding the disqualification must be posted on the Competition website.

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

5.1. The Jury shall consider the Competition Proposals submitted by the Finalists and, taking into account the Competition criteria given in Appendix 4, shall assign the rating serial 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 Competition Proposal.

5.3. The Winner shall be the Finalist, whose Competition proposal was assigned the first number as a result of the Jury meeting.

5.4. The message on the formation of the Proposal Rating shall 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 FOR 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, shall be declared the Winner.

6.3. On the basis of the Contract concluded between the Operator and the Finalist, the Operator must pay each Finalist for the development of the Competition Proposals two million (2,000,000) rubles 00 kopecks, including all applicable taxes and fees. The amount of remuneration includes:

6.3.1. 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 revise the project.

6.3.2. Compensation of any expenses of the Finalist for the preparation and submission of the 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. To the Finalist, who won first place at the end of the second stage of the Competition and was recognized by the Competition Jury 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. To the Finalist who took the 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. To 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 00 kopecks, including taxes and fees applicable to the Finalist.

APPENDICES

Appendix 1

Competition schedule²

Dates	Events
July 13	<ul style="list-style-type: none"> ▪ Start of the Competition. Beginning of accepting Competition Proposals. ▪ Holding a press conference in order to announce the start of the Competition. ▪ Launch of the official website of the Competition.
July 13 - September 21	Acceptance of Applications for the Competition.
July 19	Conducting a kick-off webinar (online format)
September 8	Study Presentation.
September 21	Completion of accepting the Competition Proposals.
September 22 - October 04	Assessment of the Competition Proposals
October 07	Meeting of the Expert Council (online format).
October 19	Meeting of the Jury Selection of 3 Finalists of the Competition.
October 20 - February 17	Development of the Competition Proposals by Finalists
November 16 - 17	Kick-off seminar for the Finalists
December 9	First individual interim presentation conducted by Finalists
January 18	Second individual interim presentation conducted by Finalists
February 17	Completion of accepting the Competition Proposals.
February 17 - March 10	Carrying out the Technical examination of the Competition Proposals.
March 15	Meeting of the Expert Council (online format).
March 22	Meeting of the Jury Selection of the Winner of the Competition

² The Operator has the right to make changes to the schedule of the Competition.

Appendix 2

Composition, content, requirements for the Application

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

- information on the form of participation - individual participation/participation in the form of a Consortium;
- full name of the Applicant;
- abbreviated name of the Applicant;
- Company's personnel;
- Brief history of the Applicant, a brief description of the Applicant's activities, main areas of activity (maximum 1,500 characters);
- 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 receipt) (maximum 1,500 characters)
- Manager of the Applicant (full name, position);
- e-mail address of the Applicant's manager;
- address of the Applicant's website;
- representative of the Applicant responsible for filling out the Application (full name, position);
- email address of the representative responsible for filling out the Application;
- contact phone number of the representative responsible for filling out the Application;
- country of the Applicant;
- region of the Applicant;
- city (town) of the Applicant;
- Applicant's mailing address, telephone (with country and city codes);
- Applicant's registred office;
- ideological approach of the Company and presentation of the team (provided in pdf-files in A4 format in horizontal orientation, volume - 2 slides) (optional field);
- additional information, that the Applicant wishes to provide about himself (maximum 1,500 characters) (optional field).

2. Information about the members of the Consortium:

- Company's full name;
- Company's abbreviated name;
- country;
- region;
- city (town);
- brief information about the Company, including information about the incorporation date and the company personnel) (up to 700 characters, including spaces);
- functional competencies within the Consortium.

3. The portfolio shall include five (5) relevant examples in the field of urban planning, architecture and design, creation and development of architectural and urban planning complexes and public spaces.

4. Relevant experience means the availability in the portfolio of developed and/or implemented architectural and urban planning concepts of urban areas, large planning elements, urban districts and other municipal entities (at least two in total), as well as projects and concepts for working in relation to the public spaces and environmental design.

5. Relevant experience means the availability in the portfolio of developed documents on the planning of the area and architectural and urban planning concepts of urban areas, urban districts and other municipal entities.

6. When submitting an Application, the following information about the project shall be indicated:

- name of the project;
- year of the implementation;
- place of the implementation;
- 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).

7. Documentation on the strategic and/or planned development of the areas are as follows: links to information resources confirming the implementation of the activities contained in the projects, and/or photographs of the areas reorganized in accordance with these projects.

- Project description shall contain up to 2,000 characters, including spaces.
- Visual materials shall contain no more than 3 images for each project in jpeg format (A4 horizontal orientation). The size of each jpeg file must not exceed 5 MB.

8. Essay (from 4,000 to 6,000 characters, including spaces), describing the key idea of Norilsk development and the proposed approaches for the formation of the architectural and planning concept for the renovation of Norilsk until 2035 and visualization of the solutions described in the essay, including schematic diagrams and models, no more than 2 images in .jpeg format in horizontal orientation, no larger than 5 MB each (visualizations are not required for presentation).

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

Main documents:

- charter (certificate of registration of an individual entrepreneur for an individual entrepreneur);
- extract from the Unified State Register of Legal Entities or a notarized copy of this extract, received no earlier than 6 months before the day the Applicant submits the Application in order to participate in the Competition (both for legal entities and for individual entrepreneurs);
- certificate of registration with a tax authority (Taxpayer Identification Number (INN));
- document confirming the powers of the head of the legal entity or his representative (decision/protocol on the appointment of the General Director etc.) in order to be able to act on behalf of the Applicant (not necessarily to the submission for the individual entrepreneur);
- application for familiarization and agreement with the Competition documentation (the Application form for familiarization and consent with the Competition documentation is given in Appendix 6);
- Consortium Declaration (in case of participation in the form of a Consortium) (the Consortium Declaration form is given in Appendix 5);
- the form of consent to use the work in the Participant's Application (Appendix 8).

Additional documents (optional for submission):

- information card of the Applicant (legal card of the Entity);
- certificate of SRO on the admission to work on the preparation of project documentation (for foreign organizations - the corresponding ISO Certificate);
- Disclosure Letter (the form of the Disclosure Letter is provided in Appendix 7 of the present Conditions).

The portfolio and information about the Applicant shall be uploaded to the Participant's personal account on the Competition website <http://norilsk2035.ru> in accordance with the requirements of the electronic form no later than 12:00 (Moscow time) on September 21, 2021.

Appendix 3

Composition, content and requirements for the format of the Competition Proposals of the second stage of the Competition³

Competition materials of the second stage must be submitted by the Finalists in printed and electronic form in Russian and English no later than 12:00 (Moscow time) on February 17, 2022.

Materials in printed form should contain (submitted in Russian and English) the following:

- album of A3 format in horizontal orientation, containing text and graphic parts with full justification and description of the adopted design decisions of the concept should be submitted in 5 copies;
- tablets of 1000x1400 mm format in vertical orientation (4 tablets). 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 one Finalist shall not exceed 4000x1400 mm in case of its vertical arrangement. Should be submitted in 5 copies;
- additional materials for submission to the members of the Expert Council and the Jury should be submitted at the discretion of the Finalists (no more than 5 documents) in 4 copies.

Electronic materials must contain (provided in Russian and English) the following:

- album in horizontal orientation, containing text and graphic parts with full justification and description of the adopted design decisions;
- tablets of 1000x1400 mm format in vertical orientation (4 tablets);
- presentation in horizontal orientation with no more than 100 slides. The presentation should reveal as much as possible the Competition Proposal and be demonstrated to the members of the Expert Council and the Jury within the framework of the meeting;
- presentation video, illustrating the main proposals of the developed concepts, with a duration of at least 3 minutes (.mp4 format, Full HD resolution, at least 1920x1080 pixels);
- 3D visualization of the concept (at least 40 characteristic angles in .jpeg format with a resolution of at least 300 dpi);
- additional materials (no more than 5 documents) can be provided in .jpeg, .pdf, .xls formats.

³ 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.

Album, presentation, tablets, video, 3D visualization and additional materials (if any) must be provided in Russian and English in the following form:

through the Finalist's personal account on the Competition website:

- an album (single pdf-file no larger than 50 Mb);
- tablets (each tablet should be uploaded as a separate pdf file with a size no larger than 10 Mb);
- presentation (single pdf-file no larger than 50 Mb);
- video (.mp4 format, no larger than 500 MB in Full HD quality);
- 3D visualization of the concept (at least 40 characteristic angles in .jpeg format with a resolution of at least 300 dpi);
- additional materials (maximum 5 separate files in jpeg, pdf, excel formats no larger than 25 mb).

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 (.mp4 format, in Full HD quality);
- 3D visualization of the concept (at least 40 characteristic angles in .jpeg format with a resolution of at least 300 dpi).

By email of the Competition info@norilsk2035.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 (.mp4 format, in Full HD quality);
- 3D visualization of concepts (at least 40 characteristic angles in .jpeg format with a resolution of at least 300 dpi).

In hard copy:

- album;
- graphic tablets;
- additional materials.

Appendix 4

Competition Criteria

The Expert Council and the Jury evaluate the Competition Proposals in accordance with the following criteria:

1. Compliance with the requirements of the Terms of Reference.
2. Balancing the key idea in order to improve the quality and comfort of life.
3. The adaptability of the Competition solutions to the special conditions of the formation of the urban environment, including the special conditions of construction.
4. The innovative nature of the solutions.
5. Formation of the image component and positioning of the city of Norilsk with the preservation and reflection of the historical identity of the city.

Appendix 5

Consortium Declaration Form

[FORM OF CONSORTIUM LEADER]

We whose names are hereunto subscribed do hereby declare the following:

1. We have made this Declaration in connection with our participation in **THE OPEN INTERNATIONAL COMPETITION FOR THE DEVELOPMENT OF AN ARCHITECTURAL AND PLANNING RENOVATION CONCEPT FOR THE CITY OF NORILSK UP TO 2035.**
2. The terms (words and expressions written in this Declaration with a capital letter) defined in the Competition Documentation and 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 Leader of the Consortium is endowed by us and has the rights and powers to represent each one and all members of the Consortium within the framework of the Competition, in particular when submitting an Application, a Competition Proposal and concluding an Agreement with the Finalist and in the future in relations with the Customer such in case when negotiating the conclusion of the Agreement and directly at the conclusion of the Agreement. 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.
1. 7. Composition of the Consortium:
 - 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 ON THE SELECTION OF THE CONSORTIUM]

Dateline _____

Signature/stamp of each member of the Consortium _____

Appendix 6 Application form for familiarization and acceptance with the Competition documentation

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

We hereby refer to the Competition documentation regarding **THE OPEN INTERNATIONAL COMPETITION FOR THE DEVELOPMENT OF AN ARCHITECTURAL AND PLANNING RENOVATION CONCEPT FOR THE CITY OF NORILSK UP TO 2035.**

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

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

- We have considered the Competition documentation and we agree with the provisions of the Competition Terms and Conditions and we join them. We confirm also our consent in case if we will be recognized as the Winner or the Finalist of the Competition, to transfer exclusive rights to the Competition Proposal in accordance with the Competition Terms and Conditions.
- We confirm the accuracy of the information that we have provided in the Application and we confirm the right of the Operator to request from us, from the authorized authorities, as well as from the legal entities and individuals mentioned in our Application the information that clarifies the information that we have provided.
- We understand that our Application may be rejected and, if we pass the Qualification Selection, we may be disqualified if the information we provide will be found to be inaccurate, incomplete or incorrect, including if we do not provide a Disclosure Letter when it is required in accordance with the provisions specified in the Competition Terms and Condition.
- We hereby agree to accept the decisions of the Jury as valid and final.

Dateline _____

Signature/stamp _____

Appendix 7 Disclosure Letter Form

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

We hereby refer to the Competition documentation regarding **THE OPEN INTERNATIONAL COMPETITION FOR THE DEVELOPMENT OF AN ARCHITECTURAL AND PLANNING RENOVATION CONCEPT FOR THE CITY OF NORILSK UP TO 2035.**

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 _____

Appendix 8

Form of Consent to the use of the work in the Participant's Appli- cation

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

We hereby refer to the Competition documentation regarding **THE OPEN INTERNATIONAL COMPETITION FOR THE DEVELOPMENT OF AN ARCHITECTURAL AND PLANNING RENOVATION CONCEPT FOR THE CITY OF NORILSK UP TO 2035.**

The terms defined in the Competition Documentation have the same meanings in the present Application. We hereby [SELECT: as an individual applicant OR as leader of the Consortium on behalf of all members of the Consortium specified in the Application] make the following statements.

We provide to ANO (Autonomous Non-Commercial Organization) Norilsk Development Agency as the Customer of the **THE OPEN INTERNATIONAL COMPETITION FOR THE DEVELOPMENT OF AN ARCHITECTURAL AND PLANNING RENOVATION CONCEPT FOR THE CITY OF NORILSK UP TO 2035** and to OOO (LLC) CENTER LAB as the Operator of the Competition the right to use the results of intellectual activity all over the world and for the entire duration of the Competition, keeping our exclusive right to these results and the right to provide methods of use to other persons in the following ways:

- 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.



norilsk2035.ru

The "Competition Invitation" booklet has been prepared by
OOO (LLC) CENTER LAB in 2021

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