|  |  |
| --- | --- |
| **Competition to Select the Design of the**  **Arts Pavilion in the West Kowloon Cultural District** |  |

**All Participants (i.e. Design Teams and individuals, companies or firms, members including sub-consultant(s) comprising the Design Teams) shall complete this Form.**

**(submit separate page if necessary).**

\*delete if inappropriate

#please fill in correctly as all communication between the Administrator and the Participant will be via e-mail

**1) Lead Participant’s Particulars (All interested parties, for example, Architects/ designer/artists/ other related professionals)**

Name of Firm/ Company: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_   
Person in Charge:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Mr/Miss/Ms\*)  
Telephone No:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Mobile No: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Facsimile:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
#Email Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Registered Practice in HKIA Yes No

**2) Hong Kong Institute of Architects Registered Practice (if Lead Participant is not a HKIA registered practice)**

Name of Firm/ Company: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_   
Person in Charge:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Mr/Miss/Ms\*)  
Telephone No:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Mobile No: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Facsimile:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
#Email Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Proposed Form of Business Relationship:

Joint Venture Consortium Partnership Sub-Consultant

Other form of Collaboration or Association (Please specify): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Note:** Please complete item (4) if any form of Joint Venture, Consortium or Partnership relationship is proposed between the Lead Participants and the Partnering Architectural Practice. For other forms of collaboration or association, please provide the appropriate letter of association.

**3) Proposed Authorised Person in HK**

Name/ Name of Firm/ Company: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_   
Person in Charge:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Mr/Miss/Ms\*)  
Telephone No:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Mobile No: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Facsimile:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
#Email Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**4) Proposed Registered Structural Engineer in HK**

Name/ Name of Firm/ Company: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_   
Person in Charge:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Mr/Miss/Ms\*)  
Telephone No:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Mobile No: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Facsimile:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
#Email Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**5) Proposed Building Services Engineer**

Name/ Name of Firm/ Company: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_   
Person in Charge:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Mr/Miss/Ms\*)  
Telephone No:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Mobile No: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Facsimile:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
#Email Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**6) Other Participant member (submit separate pages if necessary)**

Name/ Name of Firm/ Company: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_   
Person in Charge:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Mr/Miss/Ms\*)  
Telephone No:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Mobile No: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Facsimile:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
#Email Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**7) Joint Venture or Consortium Data (if applicable)**

1. **JV/Consortium/Consultant Team Specific Information:**

The following information should be provided and completed by the Lead Member in the JV:

**JV/Consortium (Agency) Name:**

**Name and title of Contact Person to whom documents and future correspondence may be addressed:**

Contact:

Job Title:

Address:

Telephone: Mobile No: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Fax: Email:

1. **Local Hong Kong Address and Name of Contact Person(s) (if different to (i) above):**

Telephone: Mobile No: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Fax:

Email:

1. **Names of JV/Consortium Members and % share of JV by each Member (submit separate page if necessary)**

a. Lead Member:

b.

c.

d.

e.

f.

**8) Details of the Design Team for Record and Publicity Purposes**

**Note:** Please indicate how the Design Team would like to be presented for record and publicity purposes. Please follow the template identified below.

Design Team Name

(i.e. [Architect A])

(i.e. [Architect A] and [Architect B])

Country of Origin

(i.e. [Country A])

(i.e [Country A] and [Country B])

**9) Design Team Key Personnel List**

Please provide in the following a list of Key Personnel involved in the Arts Pavilion Design Competition

|  |  |
| --- | --- |
| **Company / Firm** | **Key Personnel Involved** |
| **Lead Participants** | *[name of personnel, position in practice]*  *[name of personnel, position in practice]*  *[name of personnel, position in practice]*  *[name of personnel, position in practice]*  *Etc…* |
| **Hong Kong Architectural Registered Practice of HKIA** | *[name of personnel, position in practice]*  *[name of personnel, position in practice]*  *[name of personnel, position in practice]*  *[name of personnel, position in practice]*  *Etc…* |
| **Authorised Person in HK** | *[name of personnel, position in practice]*  *[name of personnel, position in practice]*  *[name of personnel, position in practice]*  *[name of personnel, position in practice]*  *Etc…* |
| **Registered Structural Engineer in HK** | *[name of personnel, position in practice]*  *[name of personnel, position in practice]*  *[name of personnel, position in practice]*  *[name of personnel, position in practice]*  *Etc…* |
| **Building Services Engineer** | *[name of personnel, position in practice]*  *[name of personnel, position in practice]*  *[name of personnel, position in practice]*  *[name of personnel, position in practice]*  *Etc…* |
| **Other participant’s member** | *[name of personnel, position in practice]*  *[name of personnel, position in practice]*  *[name of personnel, position in practice]*  *[name of personnel, position in practice]*  *Etc…* |

Please clearly mark against the above names of those who are also registered as Authorized Persons, Registered Structural Engineers with the Buildings Department under the Buildings Ordinance (Cap. 123).

# **Declaration Form**

**To: West Kowloon Cultural District Authority**

**Re: West Kowloon Cultural District Authority (the “Authority”)  
Competition to Select Design of the Arts Pavilion in the West Kowloon Cultural District (the “Competition”)**

1. **[I / We]\*** agree and accept the requirements, terms and conditions in the Competition Documents and any supplements thereto and will accept all decisions made by the Authority regarding all aspects of the Competition.
2. In accordance with “Eligibility” and “Conflict of Interest” sections of the Competition Documents:

a)# # **[I / We]\*** declare that **[I / we]\*** do not have any actual, potential or perceived personal or financial interest or involvement in or which may arise with respect to our participation in the Competition.

**OR**

b)# # **[I / We]\*** declare that **[I / we]\*** do not have any actual, potential or perceived financial or personal interest or involvement in or which may arise with respect to our participation in the Competition, but **[I / we]\*** would like to seek the Authority’s evaluation of or attention to the circumstances below:-

**Items to declare:**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

*(attach separate pages if required)*

**OR**

c)# # **[I / We]\*** declare that **[I / we]\*** have the following actual, potential or perceived financial or personal interest or involvement which may arise with respect to our participation in the Competition: -

**Items to declare:**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

*(attach separate pages if required)*

1. In addition, in accordance with ”Eligibility” and “Conflict of Interest” sections of the Competition Documents:

a)# # **[I / We]\*** declare that **[I / we]\*** do not have any close personal or business relationships or associations with any of the persons listed in Paragraph of “Jury Panel” & “Independent Professional Advisory (Honorary)” and Attachment G of the Competition Documents (“WKCDA Members”).

**OR**

b)# # **[I / We]\*** declare that **[I / we]\*** have the following personal or business relationships or associations with the following persons, whom are identified as WKCDA Member(s).

**Items to declare:**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

*(attach separate pages if required)*

1. **[I / We]\*** also undertake that should such a conflict arise at any time during the course of the Competition, **[I / we]\*** will inform the Authority immediately.
2. **[I/We]\*** undertake to hold in strict confidence of all information relating to the Competition that **[I/we]\*** have access to or otherwise come to **[my/our]\*** knowledge and not to divulge or disclose any such information without first obtaining the approval of the Authority and undertake not to take advantage of such information whether or not for personal gain.
3. **[I/We]\*** undertake not to offer, solicit or accept, directly or indirectly, any Advantage as defined under the Prevention of Bribery Ordinance, in connection with or arising from **[my/our]\*** participation in the Competition, unless with the prior consent of the Authority.
4. **[I / We]\*** consent and hereby authorize the Authority to investigate and verify any information of **[my/our]\*** declaration provided herein with any third parties.

**Declaration**

|  |  |
| --- | --- |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Company Name | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Authorised Signature  Date: |

**\* Delete as appropriate**

**## Please cross out the entire paragraph if not applicable**

**Explanatory Notes on Declaration Form**

1. All companies, firms or individual advisors comprising the Participant must separately sign and submit this Declaration Form (submit separate pages if necessary).
2. As a general principle and without prejudice to the absolute discretion of the Authority, any person, party, firm or advisor comprising the Participant having a **clear** conflict of interest in participating in the Competition or a **close** personal or business relationship with any of the WKCDA Members (as defined in Paragraph 3 below) will be prohibited from participating in the Competition. Persons, parties, firms or advisors comprising the Participant who are **likely** to have a conflict of interest may be prohibited from participating in the Competition subject to the absolute discretion of the Authority after close scrutiny and deliberation of all the circumstances of the case.
3. Members of the Board of the Authority, the Development Committee, the Museum Committee, the Administrator, the Independent Professional Advisor (Honorary), members of the Jury Panel and the management team of the Authority and parties or persons directly involved in the Competition are excluded from participating directly or indirectly in the Competition. A full list of these members, parties and persons is set out in Attachment G and in Paragraph of “Jury Panel” and “Independent Professional Advisory (Honorary)” of these Competition Documents (collectively “WKCDA Members” and each a “WKCDA Member”).Their immediate family members, and partners are also prohibited from participating in the Competition whether directly or indirectly.
4. Any person, party, firm or advisor falling within the categories mentioned in Paragraph 3 above are examples of those who would have a clear conflict of interest or a close personal or business relationship and are therefore prohibited from participating in the Competition.
5. Examples of those who are likely to present a conflict of interest are employees, associates, past students, clients or friends who are in regular contact with a WKCDA Member, or who are members of or frequent visitors to clubs or societies or professional bodies in which a WKCDA Member is actively involved, or companies, partnerships or proprietorships, business-like or working relationships in which a WKCDA Member has control or influence over their business and their management, associates and employees. In each of these cases, the Authority will closely examine whether they are eligible to participate in the Competition.
6. The examples in Paragraph 4 and 5 are not exhaustive and would not restrict or limit the Authority’s discretion to determine the eligibility of any person in the Participant to participate in the Competition. The list of WKCDA Members in Paragraph 3 is also not exhaustive, and does not relieve the declarant from responsibility for declaring any conflict of interest as and when it arises and comes to their knowledge.
7. If any party, person, firm or advisor comprising the Participant is doubtful whether a conflict of interest may arise, he should set out his queries herein with full details of the circumstances which he considers may give rise to a conflict of interest. The Authority shall have the absolute discretion to determine his eligibility, the Authority’s decision is final and conclusive and is not subject to appeal. The Authority shall not be obliged to disclose any information concerning its deliberations or decision.
8. “Advantage” under the Prevention of Bribery Ordinance, Cap.201, the Laws of Hong Kong SAR means (a) any gift, loan, fee, reward or commission consisting of money or of any valuable security or of other property or interest in property of any description; (b) any office, employment or contract; (c) any payment, release, discharge or liquidation of any loan, obligation or other liability, whether in whole or in part; (d) any other service, or favour (other than entertainment), including protection from any penalty or disability incurred or apprehended or from any action or proceedings of a disciplinary, civil or criminal nature, whether or not already instituted; (e) the exercise or forbearance from the exercise of any right or any power or duty; and (f) any offer, undertaking or promise, whether conditional or unconditional, of any advantage within the meaning of any of the preceding paragraphs (a), (b), (c), (d) and (e), but does not include an election donation within the meaning of the Elections (Corrupt and Illegal Conduct) Ordinance (Cap 554), particulars of which are included in an election return in accordance with that Ordinance.

**10) Submission Checklist**

**IMPORTANT: Please refer to Paragraph “Deliverables” of these Competition Documents for details**

|  |  |
| --- | --- |
|  | **Check** |
| **DELIVERABLES** | |
| **1) Display Panel (One (1) to be provided)** | |
| 1. 2 no. A1 size (841mm x 594mm; maximum 13mm thick) foam board panel in landscape layout format and top-and bottom arrangement for presentation and display purpose. The panels shall be numbered at the back for ease of display. The presentation shall comprise: 2. Site plan of the Pavilion (scale 1:500) 3. Plan(s), elevation(s) and longitudinal section(s) for the Pavilion (scale 1:200) 4. Detailed section (s) (scale 1:20) 5. Key aerial / exterior / interior perspective view(s) for the Pavilion 6. Other illustrations that can show the ideas and design concepts. 7. Area of Accommodations on the plans |  |
| 1. An explanatory statement of the ideas and design concepts in English in not more than 500 words and printed on one A4 page. (Remarks: the participants are required to submit the explanatory statement in Traditional Chinese upon request) |  |
| 1. Preliminary Construction Programme, printed on one A4 page. |  |
| 1. Attachment H – Indicative Construction Cost Estimate with breakdown, printed on one A4 page. |  |
| **2) Digital Copies** | |
| A CD-Rom / DVD containing an electronic version of item (1a) above in full A1 scale and a high resolution A4 .jpg format no less than 300 dpi of each panel, items (1b, 1d) above in .doc and .pdf format and item (1c) in .pdf format. |  |
| **FORMS** | |
| 1. Attachment C – Submission Forms (including Declaration of Interest) |  |
| 1. Attachment D –Licence and Undertaking completed duly and signed |  |

**Personal Information Collection Statement**

**Purpose of Collection**

1. The personal data and information provided in the submission entries will be used for the following purposes:

(i) registration of submission entries and verification of the eligibility of the Participants;

(ii) correspondence with the Participants;

(iii) announcement of the results of the Competition and award of the prizes relating to the Competition;

(iv) identification of the Participants in publishing, printing, display and exhibition of the submission entries;

(v) enforcement of provisions of the Competition Documents and the Deeds of Licence and Undertaking;

(vi) other purposes related to the Competition; and

(vii) purposes related to the purposes referred to in sub-paragraphs (i) to (v) above.

2. It is obligatory for the Participants to provide the personal data and information required by the Competition Documents. If they fail to provide the required data, the Administrator will not register the submission entries or verify the eligibility of the Participant.

3. The personal data provided may be disclosed to the Authority, other Government departments and bureau, professional institutes and the public for purposes mentioned in paragraph 1 above.

**Access to Personal Data**

You have the right to request access to and correction of your personal data provided in your submission entries in accordance with the Laws of Hong Kong Personal Data (Privacy) Ordinance (Cap.486). Should you need to exercise the right, you should make your request in writing to the Administrator.**Labels Template to be used for Submittals**

Registration No.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**A1 Display Panel**

**WKCDA Arts Pavilion Design Competition**

Registration No.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**A1 Display Panel**

**WKCDA Arts Pavilion Design Competition**

Registration No.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Arts Pavilion Design Competition Submission for the West Kowloon Cultural District Authority**

**Submission Forms**

Registration No.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Digital Copy of Submission**

**WKCDA Arts Pavilion Design Competition**

**Cost Breakdown of the Indicative Construction Costs**

|  |  |  |
| --- | --- | --- |
| Items | Brief Description / Specification | Amount  (HK$) |
| 1. Foundation and Sub-structure |  |  |
| 1. Structural Frame and Slab |  |  |
| 1. Facades   (including external finishes and roof finishes) |  |  |
| 1. Internal Finishes |  |  |
| 1. Other Architectural Works and Builder’s Works |  |  |
| 1. Building Services System (including electrical system, lighting, HVAC, FS, P&D, etc.) |  |  |
| 1. Security System (PC Sum) |  | 400,000 |
| 1. Other Features (if any) |  |  |
|  | Sub-total of item 1 to 8 |  |
| 1. Preliminaries (to allow 15%) |  |  |
|  | Sub-total of item 1 to 9 | \* |
| 1. Inflation (to allow 5%) |  |  |
| 1. Contingencies (to allow 5%) |  |  |
| Exclusion (list below if any):- Total: | |  |

\* represent 3Q 2013 price level

Design Parameters

|  |  |
| --- | --- |
| 1. Gross Floor Area (m2) | : |
| 1. Construction Floor Area (m2)   (refer to the definition as below) | : |
| 1. Elevation Area (m2) | : |
| 1. No. of Storey (No.) | : |
| 1. Storey Height (m) | : |

\* Construction floor area includes all construction area within the building and is measured to the outside face of external walls (or in the absence of such walls, the external perimeter) of the building and include all lift shafts, stairwells, carparks and E&M rooms, etc. but exclude lightwells and atrium voids.