

EUROPEJSKIE CENTRUM FILMOWE CAMERIMAGE

Toruń, 12.03.2021

Concerning:

"Competition for development of architectural concept for the European Film Center CAMERIMAGE building in Toruń"

EXPLANATIONS 3 TO THE TERMS OF THE COMPETITION REGULATIONS **(QUESTIONS 7 through 11)**

QUESTION 7

After the competition is settled, will the project be conducted in Polish as well? This applies to cooperation with local authorities, management of the construction process, etc.

The general description of the competition appears to be an international invitation and we understand that competition documents should be submitted in Polish in order to be used by the Competition Jury. However, we would like to understand the extent, to which we will have to plan translation assistance in order to facilitate the procedure.

ANSWER:

After the competition is settled, will the project be conducted entirely in Polish. All official contact and notifications in connection with the project and the progress of the Investment will be in Polish.

In the competition phase, all documents and materials submitted by the Competition Participant, i.e. the application for admission to participate in the competition, including the statements referred to in Section III item 2, the study referred to in Section IV and the competition design referred to in Section VI must be drawn up in Polish or translated to Polish, if drawn up or issued in any other language.

QUESTION 8

QUESTION 8.1

When it comes to the language, in which appendices 3a through 3f should be submitted at the stage of submitting applications for admission, the format available in the regulations is written in English. We understand that these appendices are purely informative, but we would like to confirm if we are allowed to send them in English only, or whether we should enclose a Polish translation to comply with the regulations.

ANSWER:

In accordance with the provisions of Section I item 2.8, applications for admission to participate in the competition, evidence, statements and documents confirming the fulfillment of conditions for participation in the competition, studies, competition designs, and any other information submitted by the Participants, applications, notifications, declarations and documents shall be submitted in Polish. Any documents and statements submitted in a foreign language shall be submitted with a Polish translation certified for conformity with the original by the Competition Participant or their representative. The Principal shall allow requests for clarification of the terms of the Competition Regulations to be submitted in English.



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QUESTION 8.2

With respect to regulations: “The maximum size of one file submitted via the Electronic Communication Platform is 20 MB”. Can links (We Transfer / Google Drive) be used to submit additional information: portfolio, project references, etc. which are likely to exceed the maximum file size?

ANSWER:

The maximum permissible size of a single file submitted via the Electronic Communication Platform is 20 MB. We will not accept any files submitted in the form of links (We Transfer / Google Drive). The Organizer hereby advises that the Participant must only submit the electronic documents stated in the Competition Regulations and that there is no need to submit an additional portfolio or project references.

QUESTION 8.3

With reference to competition prizes. Can you specify the level of engagement of the 1st prize winner in the future development of the project (contract, phases, etc.)

ANSWER:

The object of the services provided by the winner of the competition after signing the contract is described in Appendix 1 to the Regulations, i.e. Material terms stipulating the completion of the Subject of single-source contract.

QUESTION 9

If a Polish architectural office wants to register to participate in the competition jointly with an office headquartered in Japan, where a qualified electronic signature is difficult to obtain within the registration deadline, will the Organizer admit documents signed by a Japanese participant, i.e. a power of attorney appointing a joint representative (appendix 3f) and the statement of absence of premises for exclusion from the competition (appendix 3b) in the form of a digital counterpart (scans) of documents drawn up in their paper form, signed and stamped by the person authorized to represent the Japanese participant, and then signed with a qualified electronic signature of the representative appointed to represent the complete Polish-Japanese team?

If the representative is not able to certify the conformity of the digital counterparts of documents with their hard copies, signed by the Japanese participant, can a Polish notary public certify it?

ANSWER:

The Organizer will accept documents signed by a participant from outside the EEA, i.e. a power of attorney appointing a joint representative (appendix 3f) and the statement of absence of premises for exclusion from the competition (appendix 3b) in the form of a digital counterpart (scans) of documents drawn up in their paper form, signed and stamped by the person authorized to represent the Participant. The conformity of digital counterparts of documents with their hard copies shall be certified by a notary public, using a qualified electronic signature.

QUESTION 10

In the case of a consortium consisting of a Polish team (stated as the representative) and a foreign team (having the required references), will it suffice if only the Polish party - the representative - submits the application for admission to jointly participate in the competition as a consortium via the Soldea EPZ platform? Or are both parties obligated to submit pertinent applications? Or, alternatively, can the foreign team act as the leader and representative in the competition?

ANSWER:

Competition Participants jointly participating in the competition shall be obligated to appoint a representative authorized to represent Competition Participants jointly participating in the competition, including to submit the Application and documents and statements required in the Competition

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Regulations, the Studies and Competition Designs. One of the Participants jointly participating in the competition may act as the Representative. A template letter of attorney for Participants jointly participating in the Competition is included in Appendix 3f to the Regulations. The participants themselves decide on who will be representing them.

If a representative is appointed, the application for admission to participate in the competition and the statements and documents required under the competition regulations may be signed by the representative only, provided that the power of attorney stipulates this authorization, except the statement about the absence of premises for exclusion from participation in the Competition pursuant to the provisions of article 108 item 1 and article 109 item 1 pt. 4-5, pt. 6 with respect to members of the Competition Jury and items 7-10 of the Act, as included in Appendix 3b to the Regulations. The statement of the absence of premises for exclusion from the Competition shall be submitted by each Competition Participant, including each of the Competition Participants jointly participating in the Competition, and the entity sharing its resources with the Competition Participant. This shall also apply to the statements of entities sharing their resources with the competition participants. This statement shall be signed by the entity sharing its resources.

QUESTION 11

QUESTION 11.1

Pursuant to item 1.3 (page 22 of the Regulations), the appointed Representative must be authorized to represent Competition Participants jointly participating in the competition, including to submit the Application and documents and statements.

If the appointed Representative is not a Competition Participant:

- which documents can be electronically signed by the Representative only?
- should the application - Appendix 3a and the remaining appendices - be signed with qualified electronic signature by all persons - i.e. the appointed representatives for each Competition Participant (according to the representation principle, authorized to submit statements of intent on behalf of an organizational unit), or can they be jointly signed by a Representative?

ANSWER:

The provisions of the power of attorney should determine the activities the representative is authorized to perform, and the scope of documents, signed with the qualified electronic signature, which may be submitted in their electronic form by the representative on behalf of the participant(s).

In accordance with Section III item 3.1.

To be admitted to participate in the Competition according to principles set out in these Regulations, the Competition Participant shall submit an application for admission to participate in the Competition, drawn up in accordance with Appendix 3a to the Regulations.

Documents shall be submitted in their electronic form, affixed with the electronic signature(s) of all parties authorized to represent the Competition Participant or Competition Participants jointly participating in the Competition. Submitting files in the PDF format is recommended.

All matters pertaining to the method of drawing up and submitting information and technical requirements

for electronic documents and means of electronic documentation in a public procurement procedure or a competition are regulated by the REGULATION OF THE PRIME MINISTER of 30 December 2020, item 2452.



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QUESTION 11.2

According to the definition of a Competition Participant, should each of the Competition Participants acting jointly appoint a licensed person and separately submit Appendix 3c?

ANSWER:

In accordance with the provisions of Section III item 1.6. in the case of Competition Participants jointly participating in the competition, the requirements referred to in Section III item 1.6 points b) and c) shall be deemed fulfilled if they are fulfilled by at least one of the Competition Participants acting jointly.

QUESTION 11.3

For technical reasons - if application 3a or the power of attorney is signed by qualified electronic signature by Participants during separate sessions - should the same, electronically signed document be submitted in two copies, signed separately by two Participants submitting the application jointly?

ANSWER:

In the procedure for signing and submitting the application on the EPC, there is no notion of session. The notion of copy in electronic documents is also not applicable to the situation as described. The power of attorney may be submitted as a single document signed with several signatures, or as several, separate documents signed separately by each principal. For the application to be recognized as a joint and identical statement, 1 counterpart should be preferably signed with all relevant signatures, which is possible in every signing system (adding another signature). It will not matter if different signatures have different dates. The Participant should familiarize the principles of signing documents using qualified signature. With any doubts, create a training document for your own needs, and then perform its verification to check the operation for correctness. The Competition Organizer will not participate in such tests.



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Kazimierz Suwała
Dyrektor

.....
signature of the Principal's Manager or a person
appointed to perform the duties of the Principal's
Manager

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