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- **Architectural Competitions- 2**
  - **Advisors-Technical**
  - **Professional**
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- **ADVISORS-**
  - **Technical**
  - **Professional**

# Appointment of Advisors

Advisers

## (I) TECHNICAL ADVISER

- - Where necessary promoter in consultation with Assessor/Board of Assessors appoint
- -- one / more technical advisers
- -- to assist in preparation of brief for competition project and
- -- to advise Board of Assessors on competition design entries.
- ---advise limited to his expertise with no voting rights.

## (II) PROFESSIONAL ADVISER

- For two stage competition--Professional Adviser appointed ( Architect registered with COA ).
- - He will not be connected with Board of Assessors / attend any of its meetings.
- Professional Adviser responsible to maintain the anonymity of each competitor/
- On completion of first stage of competition
- --sealed envelopes containing names of the competitors opened only by Promoter or Professional Adviser without disclosing names to anyone
- -- inform each competitor individually whether invited or not for second stage.
- -- All envelopes resealed by Professional Adviser/Promoter till final award.
- --If after first stage, Assessors wish to clarify / amplify any aspect of competition project, it shall be conveyed to competitors only by Professional Adviser/Promoter.



- **Conditions for  
conducting  
architectural  
competitions**

# Conditions of the competitions

## Conditions of competitions shall clearly give::

- Conditions based on guidelines of COA.
- Type of Competition.
- Purpose of competition
- intentions of the promoter.
- Nature of problem to be solved.
- practical / mandatory requirements to be met by competitors.
- Number, nature, scale and dimensions of documents, plan and/or models.
- Estimates if required in standard form, issued with conditions.
- Nature of prizes.
- Names of Assessors.
- Necessary information required for conducting the competition.
- Competition conducted in English.
- All competition designs submitted anonymously.

# Conducting Architectural Competition

- Contractual Obligation
- General Conditions
- Prize Money and Honoraria
- Anonymity
- Copyright and Right of Ownership
- Insurance
- Competition Time table
- Cost Estimates
- Termination of Competition
- Appointment of Architect
- Exhibition of Entries
- Return of Design Drawings

# I. Contractual Obligation

--- Competition conditions / schedule of requirement primary importance for success of competition- needs to be given sufficient time

- **I. CONTRACTUAL OBLIGATION**

- Publication of competition constitutes an offer of a contract by the promoter,
- submission of design for competition, the competitor accepts this contract.
- The competition conditions /reply to competitor's questions –
  - -constitute legal basis for contract
  - - legally binding on promoter and competitors.

## 2. General Conditions

- Project brief /conditions of competition approved by Senior Architect Assessor & Board of Assessors before publication/ issue to competitors.
- Conditions / requirement of competition to be identical
- - Copy filed with COA with answers to questions
- Conditions to indicate mandatory/free for interpretation
- Information to be specific/not open to misinterpretation.
- Supplementary information sent to all competitors .
- Conditions to indicate promoter's priorities--functional aspects, economy of construction / in use, solution to technical or circulation problems etc).
- Exact use of winning design.
- Designs not be put to any other use / altered except by agreement with author



# 2 General Conditions

- Any amount remitted by applicants for 'Conditions of the Competition',--Fully refunded in case of decision not to compete /return the "Conditions of the Competition" within four weeks prior to submission of design.
- Submission of design means -acceptance by competitor of conditions of competition.
- Each design accompanied by a declaration that
  - --design is bonafide work
  - -- drawings prepared under his supervision
  - - accept award of the Assessors as final and binding.
- In case two / more architects compete - a partnership deed to be created for carrying project in case of winning the competition.
- Board of Assessors:
  - -- must make awards
  - --which shall be final / binding
  - -- made public by a date stated in conditions.
  - -- at its discretion adopt "promoters' choice".
  - -- select not more than three designs which are of equal merit
  - -- selection of winning design could be made by promoter after discussing with authors of selected designs their respective entries.

# 3. PRIZE MONEY & HONORARIA

- Condition for competition must state:
  - -- number of prizes and
  - -- amount of each prize money.
  - -- Prize money related to the size of project,
  - -- amount of work involved and expenses incurred for preparation for competition.
  - -- In Ideas competition where subsequently work carried out by official bodies-- prize money to be adequate to compensate competitors for ideas
  - --Promoter to accept decision of Board of Assessors
  - -- pay prize monies within one month of announcement of results.
- --Each participant in a limited competition/ invitation two stage competition to receive an honorarium.
- -- Amount reimbursed for two stage competition for additional work carried out in second stage stated in conditions for competition.

## Prizes and honoraria

Award	Project upto built up area 5000 sq.m(Rs.)	Project with built up area above 5000 sq.m and upto 10000 sq. (Rs.)	Project with built up area above 10000 sq.m and upto 250000 sq.m(Rs.)	Project with built up area above 25000 sq.m(Rs.)
<b>1. OPEN COMPETITION</b>				
i. First prize (To be adjusted in professional fees)	125M	250 M	500 M	1000M
ii. Second prize	75 M	150 M	300 M	600 M
iii. Third prize	50 M	100 M	200 M	400 M
iv. Merit prizes upto 5 each	10 M each	20 M each	40 M each	80 M
<b>2. LIMITED COMPETITION</b>				
Minimum honoraria to be paid to each competitor	50 M	100 M	200 M	300 M

Note : The current value of M is 1000

## Cost of conducting Architectural Competitions

Description	Project with built-up area upto 10,000 Sq.m( Rs.)	Project with built-up area above 10,000 Sq.m.( Rs.)
I. Assessors' Fee	Pre-assessment 10 M and assessment 10 M per day or part thereof.	Pre-assessment 10 M and assessment 10 M per day or part thereof.
II. Professional Advisor/ Project Coordinator's Fee	100 M	200 M
III. Contingent Expenditure	As per estimate*	As per estimate*

**Note 1:** For a two stage competition, the above fees for Professional Advisor/Project Coordinator be increased by 50%.

**Note 2:** For a two stage competition, the above fees for Professional Advisor/Project Coordinator be increased by 50%.

### \* Sub-heads for contingent expenditure :

1. Land Survey.
2. Photographs of site.
3. Printing of Brochure.
4. Advertisement.
5. Communication Expenses.
6. Administrative and Legal Expenses.
7. Exhibition.
8. Publication of competition/select entries.
9. Contingent travel, conveyance, boarding, lodging etc. for Professional Advisor / Project Coordinator, Assessors and others.
10. Other incidental expenses.

# 4. ANONYMITY, 5 Copyright

## 4. ANONYMITY

- Anonymity of competitors maintained till final award of Board of Assessors .
- No competitor shall terminate his anonymity till the final award.
- Anonymity of each competitor guaranteed by adopting suitable measures

## 5. COPYRIGHT & RIGHT OF OWNERSHIP

- Each competitor shall retain copyright for competition design.
- Design awarded first prize only used upon commissioning author of design to render professional services to carry out project.
- No other design shall be used wholly/ in part by promoter.
- Promoter's right on design awarded the first prize/ designs selected-- covers one execution only.
- Competition conditions , may provide for repetitive work and specify terms thereof.
- Each competitor shall retain right of reproduction of his design

# 6. INSURANCE, 7- Time Table

## 6. INSURANCE

- Promoter to insure for damage /loss by fire/floods/any other reason
- --Competitor's design drawings
- --submitted in competition
- -- when he assumes responsibility for them
- --and for duration of his responsibility
- -- for loss during transit when drawings returned to competitor.
- --Amount of insurance stated in competition conditions.

## 7. COMPETITION TIME TABLE

- Notice of competition shall clearly indicate :
  - -- last date for application for the competition conditions
  - -- last date for submission of the design drawings.
  - --Last date for submission of questions.
  - --Approximate date when the answers to the questions will be sent to the competitors.
  - -- final date for despatch of entries by the competitors and receipt by promoter.
  - --Sufficient time given for transport,
  - --particularly for open competitions where competitors will be from all over the country.
  - --Interval between date of despatch & date of delivery should be between five and ten days.

# 7- Time Table

- Competition time table under no circumstances be shortened.
- The Board of Assessors to decide upon:
  - -- judging dates at early stage of the competition
  - -- date of announcement of awards
  - - included in conditions of competition.
- In case of two stage competitions
  - -- conditions of competition indicate dates for first stage only.
  - --All dates of second stage to form part of conditions of reference to second stage.
- In unavoidable delay in judging—
  - -- a new date fixed by Board of Assessors
  - -- confirmed by all members and
  - -- publicly announced

# 8. COST ESTIMATES,

# 9. TERMINATION OF THE COMPETITION

- **8. COST ESTIMATES**

- Competitors may be required
- to submit cost estimate of their design
- on areas / volume basis.
- Cost estimate shall not be a determining factor in Assessors' decision except where cost limits are rigidly imposed and
- stated in competition conditions.

- **9. TERMINATION OF THE COMPETITION**

- Promoter may terminate competition if:
- - in opinion of Board of Assessors
- -- none of competition designs declared as winning entry.
- - promoter under advice of Board of Assessors to award second, third and additional prizes as declared
- - none of competitors will be considered for appointment
- -- as architect for project and
- -- promoter not liable to make any further payments to any of competitors.



# 10. APPOINTMENT OF ARCHITECT

- **Award of first prize to a design places promoter under obligation to appoint its author-- as architect for commissioning of project.**
- **If Board of Assessors satisfied for a valid objection to appointment of author of winning design as architect**
- **-- he may be required to associate with a senior architect / firm of architects of his choice**
- **-- whose qualifications shall be approved by Board of Assessors.**
- **-- Failing this , author of design placed next on merit appointed as architect subject to similar conditions.**
- **-- award of Board of Assessors shall not be varied for any reasons.**
- **--If no instructions given to design selected by Assessor to proceed within twelve months from date of award,**
- **- he shall receive payment**
- **-- for his services in connection with**
- **-- preparation of Competition drawings**
- **-- of a sum equal to 1.00 percent on the amount of estimated cost.**
- **-- First premium shall be deducted from the sum so paid.**
- **-- If work subsequently proceeded this sum shall form part of his ultimate fee.**

# 11. EXHIBITION, 12. RETURN OF DESIGN DRAWINGS

## 11. EXHIBITION OF ENTRIES

- -All competition designs
- -- including those disqualified by Board of Assessors
- -- exhibited for at least one week
- -- together with a copy of the signed report of Board of Assessors.
- -- Exhibition shall be open to public free of charge.
- --Promoter to notify all competitors & announce in media
- -- days / place of public exhibition of competition.
- --Promoters to submit to COA -a copy of signed report of jury and
- -- if requested photographs of selected designs for possible publication.

## 12. RETURN OF DESIGN DRAWINGS

- --All drawings, plans, models etc.
- -- submitted except those of winning design
- -- shall be returned by promoter at the end of public exhibition at his own cost.
- -- Drawings, plans, models of **winning design** shall be returned to its author
- --on being appointed as Architect for Project or
- -- after six months from date of announcement of award by Board of Assessors whichever is early.

# Role of Assessors/Senior Assessor)

- Role of Assessors/ Senior Assessor shall be to ;
- --Assist in preparation / approval of project brief.
- -- Type of Competition to be held
- --Study / understand requirements of Local Authorities
- -- Visit / examine project site,
- -- Advise on appointment of Technical Advisers, if necessary.
- --Finalise competition conditions.
- -- Prepare final report/award.
- -----
- --The project brief most important document of competition
- -- Success depends upon clarity / completeness of brief.
- -- Need close cooperation between Promoters / Assessors
- -- in preparation / finalisation of brief.
- -- Participation of Assessors in preparation of brief will:
- -- enable them to understand fully intent of promoter
- -- as qualified Architects they would:
- -- visualize development
- --with reference to promoter's requirements,
- -- site conditions etc.
- -- in interpreting the competition entries.

## Role of Technical Advisor

- For complicated projects -- Hospitals, Airports etc.
- -- projects involving highly technical elements,
- -- **Technical Adviser** necessary
- -- in initial stage
- -- to help Promoter/ Assessors
- -- to draw up brief and
- -- advise Assessors on technical aspect of competition entries.

# Board of Assessors

- The Board of Assessors :
- --shall be set up before promotion of competition.
- --Their names stated in competition conditions.
- -- composed of a smallest reasonable number of assessors
- -- Odd in number
- --Size related with size of competition project
- -- preferably number not to exceed seven
- --Of Assessors , number of Architects , registered with COA to be in majority of at least one.
- -- number of Assessors representing promoters not to exceed two
- --Each member to examine / approve competition conditions before made available to competitors.
- -- may invite Technical Advisers as experts in specialised fields
- -- to assist in assessment of competition entries without any voting rights.

# Board of Assessors

- --Quorum for meeting shall be at least 2/3rd of voting members of the Board
- -- Board to elect a Chairman from among its members.
- --In event of death of an Assessor before/ during assessment of competition/ his inability due to illness/ or any other cause-- another Assessor shall be appointed
- --No promoter of competition / assessors/ any partner, associate, or employee -- compete or assist a competitor, or act as architect or joint architect for project.
- This regulation shall not be applicable to:
  - Staff / students of an Institution of which a member of regular teaching staff is on the BOA, provided he is not the sole Assessor
  - Employees of a Government/ Semi-Government /Public Sector organisation of which one of its employees is on Board of Assessors -- provided he is not sole Assessor and Board consists of three or more Assessors of whom only one is such an employee.

# Board of Assessors

- In two stage competitions, same members shall judge both stages of competition.
- In no case a competition as a single stage competition proceed to a second stage except with knowledge of the Council of Architecture and
- --arrangement for payment of honoraria to the competitors involved, over and above the prize money provided for in the original competition.
- In such a secondary competition taking place-- Assessors appointed for the original competition must be reappointed by promoters.
- Any drawings, photographs, models or other documents not required by competition conditions excluded before examining competitors' entries.
- --disqualify any design which does not conform to any of the conditions, instructions or requirements of competition.

# Board of Assessors

The Board must make an award.

- -- The award shall be final and shall be made public in open competitions
- -- intimated individually to all those participating in limited competition,
- -- by a date stated in the conditions.
- --while distributing award money--- shall make full use of the amounts set aside for prizes in competition conditions.
- --In an ideas competition, a first prize shall be awarded.  
-- decision shall be taken by a majority vote with a separate vote on each entry.
- --The award including Assessors report to promoter, shall be signed by all members of Board before they disperse.
- Board to make its award known to promoter in a formal statement signed by a simple majority of members.
- Statement to indicate number of designs examined and order of prizes awarded. Statement must be completed before envelopes are opened and Assessors disperse.
- The fees/ travel expenses / out of pocket expenses of members of Board shall be paid by promoter.