

PRESENTATION OF THE INTERNATIONAL  
COMPETITION FOR THE DRAFT PROPOSAL  
OF THE ARCHITECTURAL DESIGN OF THE  
NATIONAL MUSEUM OF MEMORY

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International Competition  
Architectural Design  
National Museum of Memory



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## **3.1 The promoting Entity**

The National Center for Historical Memory (CNMH in Spanish) is a public establishment of national order, assigned to the DEPARTMENT FOR SOCIAL PROSPERITY (DSP), whose aim is to gather and bring together all documented materials, oral testimonies and any other media related with violations of what is set forth in Article 147 of the Law of Victims and Restitution of Lands. The information gathered will be made available to interested parties, researchers and citizens in general through activities of museum study, pedagogy and all others necessary to provide for and enrich the knowledge of the political and social history of Colombia.

The CNMH has the mission of contributing to the realization of comprehensive reparation and the right to truth of those who are victims and to society as a whole, as well as the responsibility to memory of the State in reference to the violations carried out within

the framework of the Colombian armed conflict, with a view toward peacebuilding, democratization and reconciliation.

The creation of a National Museum of Memory is a task entrusted to the National Center for Historical Memory in accordance with Law 1448 of June 10, 2011 (Law of Victims and Restitution of Lands). Decree 4803 of December 20, 2011, which regulates the Law, awards to the Center in its Article 5, Numeral 1, the function of: "Design, creation and administration of a Museum of Memory aimed at achieving the strengthening of collective memory about the facts which occurred in the recent history of violence in Colombia, assuring the combined efforts of the private sector, civil society, international cooperation and the State".

This Museum, according to the Law, "must carry out the actions which lead to reestablishing the dignity of the

victims and spreading the truth about that which has occurred". Thusly, the National Museum of Memory is an advance in the responsibilities of memory of the State and contributes in one of the measures of reparation and satisfaction for the victims of the armed conflict in Colombia.

The National Center of Historical Memory, in its role as the promoting entity, designated Fernando Viviecas Monsalve, holder of professional card number 00271 of April 27, 1973, as the consultant representing the CNMH in the current bidding process.

## **3.2 Consulting Entity**

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The Colombian Society of Architects is a non-profit corporation regulated by private law, of a professional and federal nature with national coverage, its partners are legal entities of a regional and sectional nature-one in each Department-which at the same time are made up of natural persons whose requirement is to be authorities on architecture.

Furthermore, the SCA is a national authority in the area of architectural tender notices pursuant regulation: Article 9 of Decree 2326 of 1995, which states: “..The Consulting Organization could be the Colombian Society of Architects as a consulting body of the National Government and the only suitable organization which at the national level moves this type of process forward.” The Society has wide-ranging experience in the organization and coordination of tender notices for public and private entities.

The SCA is a consulting body of the National Government, quality recognized over time through various regulations. Initially through Presidential Decree of 1782 of June 8, 1954, subsequently through Law 103 of 1963 and Law 64 of December 1978. This quality was confirmed later through Decrees 2090 of 1989 and 2326 of 1995 and the last regulatory recognition is declared in Law 435 of 1998.

The State has institutionally and specifically recognized that “the organizations or professional entities that have the nature of government consulting bodies, will provide the collaboration which, the State entities require in their contractual activities.” (Article 67 of Law 80 of 1993).

The SCA in its quality as a consulting organization designated the architect, Sergio Trujillo Jaramillo, with Professional Card Number 15023 of Cundinamarca as the consultant to the INTERNATIONAL COMPETITION Notice Project of the CNMH.

## **3.3 Name Of The International Competition**

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The present Bidding process is called **THE INTERNATIONAL COMPETITION FOR THE DRAFT PROPOSAL OF THE ARCHITECTURAL DESIGN OF THE NATIONAL MUSEUM OF MEMORY**. When the final rules, attachments and other documents make reference simply to "THE INTERNATIONAL COMPETITION", it will be understood that it refers to **THE INTERNATIONAL COMPETITION FOR THE DRAFT PROPOSAL OF THE ARCHITECTURAL DESIGN OF THE NATIONAL MUSEUM OF MEMORY**.

### **3.3.1 Object**

The principal object of the **INTERNATIONAL COMPETITION** is aimed at selecting the architectural draft proposal so that the **NATIONAL CENTER FOR HISTORICAL MEMORY** signs with its author the contract for carrying out the architectural design, the technical

studies, the architectural and technical coordination and other inherent labors with the scope and stages of reference of the professional services of architectural design.

It must be pointed out that the signing of the contract is the final result of the selection process by the International Competition, which is always carried out in accordance with the Open Bidding process through a panel of judges in conformity with that set forth in the second amendment of Article 66 of Decree 1510 of 2013 and Decree 2326 of 1995.

## **3.4 Method**

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The method of the architectural competition process is a single-round draft (pursuant that set forth in paragraph b of Article 3, Decree 2326 of 1995).



## **3.5 Budgets And Awards**

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### **3.5.1 Budget Assignment**

For the contracting resulting from the present International Competition, the NATIONAL CENTER FOR HISTORICAL MEMORY has: the Certificate of Budget Availability Number 22415 of 2015-03-19 exclusively for the awards, and with the approval of ordinary future terms approved by the General Director of National Public Budget official function with Filing Number 2-2015-018 of May 15, 2015, for the purpose of the contract.

The budget allotted by the Promoting Entity to pay the winner of the INTERNATIONAL COMPETITION is the sum of THREE BILLION EIGHT HUNDRED NINE MILLION TWO HUNDRED EIGHT THOUSAND EIGHT HUNDRED FORTY-ONE Colombian Pesos. (\$3,889,208,841.00 Colombian Pesos), including TAX, amount the architect or winning team will receive as follows:

As the holder of FIRST PRIZE, for having occupied first place in the INTERNATIONAL COMPETITION for the architectural draft of the NMM, the sum of SIX HUNDRED SEVENTY-ONE MILLION, SEVENTY-FIVE THOUSAND SEVEN HUNDRED SIXTY Colombian Pesos. (\$671,075,760 Colombian Pesos), an award which will be given directly by the Promoting Entity as the first payment on the contract.

By way of professional fees for the carrying out of the architectural design, the technical studies, the architectural and technical coordination and other inherent labors in the scope and stages of references of the professional services of architectural design, the FIXED sum of THREE BILLION TWO HUNDRED EIGHTEEN MILLION ONE HUNDRED THIRTY-THREE THOUSAND EIGHT-ONE Colombian Pesos. (\$3,218,133,081.00 Colombian Pesos), including TAX of 16% and other direct and indirect expenses which may

be incurred by the contractor in the direct execution of the object of the contract.

The figure described as the fixed value of the contract is itemized in the following manner:

<b>Contract With The Winner Of The NMM International Competition</b>	
<b>Architectural Design Fees</b>	\$2,236,919,200.00
<b>Technical Study Fees</b>	\$1,208,409,216.00
	<b>\$3,445,328,416.00</b>
Tax is only applicable to 70% of the architectural design fees and to 100% of the technical study fees. TAX does not apply to the AWARD	\$ \$443,880,425.00
<b>Total</b>	<b>\$3,889,208,841.00</b>

**Important Note:**

If the winner does not sign the contract within the foreseen term, the Promoting Entity will be able to make the Bid Guarantee Policy effective, without damages resulting from legal actions to which there is a place for the recognition of damages caused and not covered by the value of said guarantee.

If the winner does not sign the contract in an opportune manner without just cause:

- a) The entity will not be able to be hired by State entities for a period of five (5) years, in conformity with paragraph e) of numeral 1 of Article 8 of Law 80 of 1993.
- b) The **AWARD** will be forfeited.

The promoting entity is free to award, in this kind of event, to the qualified candidate in **successive order of eligibility**, in case the offers are equally beneficial for the promoting entity.

**3.5.2 Awards**

The promoting entity will pay TWO (2) additional awards to the First Place (amount indicated in numeral 3.5.1), for the sum of TWO HUNDRED TWENTY-THREE MILLION SIX HUNDRED NINETY-ONE THOUSAND NINE HUNDRED TWENTY Colombian Pesos. (\$223,691,920.00 Colombian Pesos), with charges to the resources of Budget Availability Certificates Number 22415 of 2015-03-19, as follows:

#### a) Second prize

The winner of the second place of the INTERNATIONAL COMPETITION Notice for the NMM Architectural Draft will be the recipient of the sum of ONE HUNDRED THIRTY-FOUR MILLION TWO HUNDRED FIFTEEN THOUSAND ONE HUNDRED FIFTY-TWO Colombian Pesos. (\$134,215,152.00 Colombian Pesos)

#### b) Third prize

The winner of the third prize of the INTERNATIONAL COMPETITION Notice for the NMM Architectural Draft will be the recipient of the sum of EIGHTY-NINE MILLION FOUR HUNDRED SEVENTY-SIX THOUSAND SEVEN HUNDRED SIXTY-EIGHT Colombian Pesos. (\$89,476,768.00 Colombian Pesos).

#### Note:

The amounts of the architectural design fees are **fixed sums**. Due to the fact that the promoting entity has an unchangeable budget for these contractual objectives, the fees will not be the object of, adjusted severances of or updating of the initially described values.

The entity will be able to include within the scope of the contract for the carrying out of the architectural design, the technical studies, the architectural and technical coordination and all other inherent labors within the scope and stages of reference of the professional services of architectural design of the National Museum of Memory, new requirements, which in case they are necessary, will imply a readjustment in fees with prior contractual modification.

## 3.6 Technical Proposal

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### 3.6.1 Presentation and Identification of Proposals

The participants must submit their proposals packed and sealed in ONE (1) PACKAGE, with no identification, name, initials, marks, letterhead, outline or emblem, inside will be addressed textually as follows:

#### **Envelope 1: Identification**

**INTERNATIONAL COMPETITION FOR THE DRAFT PROPOSAL OF THE ARCHITECTURAL DESIGN OF THE NATIONAL MUSEUM OF MEMORY.**

#### **Envelope 2: Draft**

**INTERNATIONAL COMPETITION FOR THE DRAFT PROPOSAL OF THE ARCHITECTURAL DESIGN OF THE NATIONAL MUSEUM OF MEMORY.**

The aforementioned envelopes must be submitted in a **single sealed package**, with no identification, name, initials, marks, letterhead, outline or emblem.

### 3.6.2 Presentation and Identification of the Draft (Envelope 2: Draft).

The DRAFT pack or packaging is an envelope duly sealed, unmarked, with no sign or indication to conserve the discretion of the proposals and must include:

- The architectural plates demanded by the competition.
- A compact disc which includes the polylines in DWG format, placed over the architectural floor plans of the draft to be able to proceed with the verification of the areas. These must be legible in AUTOCAD 2010 or an earlier version.

In the same visual media, the applicants must include the totality of the plates in PDF or JPG format in RGB color.

Neither the plates nor the Compact Disc may contain any kind of identification.

### 3.6.3 Technical Presentation

The technical presentation for plate 1, called the **Synoptic Vision Plate**, must maintain, under penalty of disqualification, the format, the layout design, the sign, the content, the drawing system and the scales provided in **Technical Attachment 15**.

The drawing system for this plate is:

- The walls and plates must be full; each space, with the exception of the bathrooms, stairs and hallways, must be identified with the reference number in the list included in the same box. The required titles which accompany the drawings must go outside the box.
- Drawing of the location where you must clearly show the area to be used in relation with the natural or urban context and other location references such as coordinates, orientation and others.

- Interior top plan view, cross-sectional view and side plan view, all drawn in the same technique and scale.

The presentation technique for plates 2,3,4,5 and 6 is open. You must maintain the format, the sign and the general proposed content for each plate. The scales must be indicated, together with the legend (explanation), in each drawing.

The format for all of the plates is **A1 (841mm x 594mm)**. In **Technical Attachment 15**, you will find the AutoCad and Photoshop templates with their respective guides for length and margin.

The six (6) plates must be mounted on double-walled corrugated cardboard sheets of 5.0 mm, foamboard of 5.0 mm, or a similar material in weight, (it cannot be done in papier-mâché), with strict adherence to the label layout and presentation format described in the present Proposal Requirements.

Plates which are framed or mounted on wood or other materials different from those specified in these Proposal Requirements will not be received. The established layout design, orientation of the

plates and the numbering must be respected and for this reason, the candidate must strictly adhere to the formats of the provided plans.

### **3.6.4** Contents of the Plates

The participant must present six (6) plates whose content is described upon continuation:

#### **PLATE 1—SYNOPTIC VIEW**

Localization plate Scale: 1:7500. Plan of constructed and open spaces Scale: 1:2000. Regulatory Verification Scale: 1:1000. Public Space Elements Scale: Graphic. Public Area Plate Scale: 1:750. Exposition Floors Plate Scale: 1:750. Cross-section A-A' Scale 1:750. Top-view 1-1' Scale 1:750. Urban Photo Montage (the requirements and technical information of the photograph can be found in Technical Attachment 15. Surface Areas. Bioclimatic blueprints, Technical description of construction, movement flow, zoning and roadway blueprints in the indicated graphic scale. Descriptive memory overview of the architectural and urban proposals of each one made up of referent texts and images.

The aim of this plate is to provide the judges with a homogenous comparative panel of all of the proposals.

#### **PLATE 2-CONCEPTUAL/ARCHITECTURAL**

Drawings and texts which develop the architectural concept of the proposal.

Amplified Description of Memory: images and graphs.

#### **PLATE 3-CONCEPTUAL/URBAN**

Drawings and texts that develop the concept of urban design and location of the proposal.

Amplified Description of Memory: images and blueprints.

#### **PLATE 4-OPEN**

Plates, cross-sections, top-views, interior and exterior perspectives.

Scales indicated in each drawing.

#### **PLATE 5-OPEN**

Plates, cross-sections, top-views, interior and exterior perspectives.

Scales indicated in each drawing.

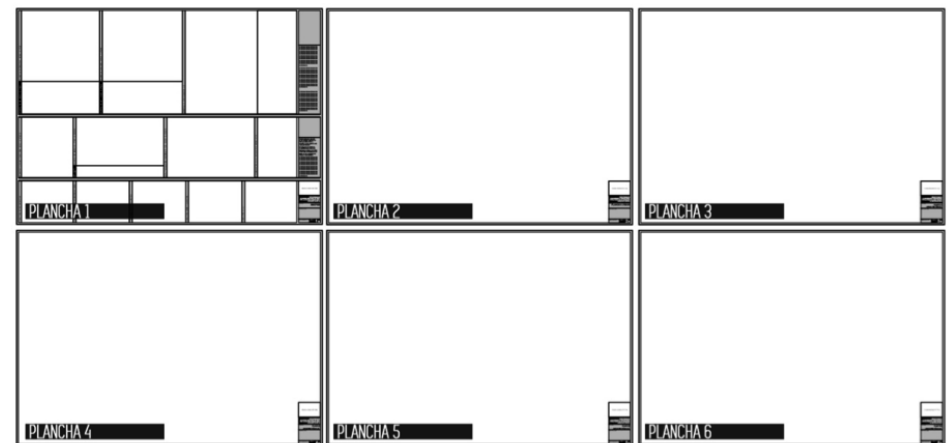
#### **PLATE 6-OPEN**

Plates, cross-sections, top-views, interior and exterior perspectives.

Scales indicated in each drawing.

### **3.6.5** Mounting and Exposition

The six plates in format A1-Horizontal, will be available for judging in the following manner:



Note:

There will be no space between plates, which is to say that the printed surface is continuous, as indicated in the cut and printing guides of the templates of **Technical Attachment 15**.

Note:

The architectural drawings must contain the structural proposal with its respective core themes. The ground floor or first floor must include the design of the exterior space and the proposal on the urbanistic interrelation. The perspectives, whether they be photo montages, free-hand sketches, renders or any analog or digital construction must be characterized for its rigor, technical and graphic quality, **corresponding fully with the architectural proposal-side and top views-and with the urban implementation**. It is advisable to graphically make reference to the diverse images in side and cross-sectional views, indicating the position of the observer.

No proposal using numbers different from those of the SIX (6) required plates will be accepted. In such a case, the proposal will be disqualified.

### **3.6.6** Presentation and Identification of the Participant (Envelope 1: Identification)

The envelope or package labeled IDENTIFICATION, will be duly sealed, without any markings, indicators or identification on the outside so as to preserve the anonymity of the proposers. It must contain the following documents:

- Copy of the Final Template of registered proponents where the name of the participant is highlighted.

- 6 cards, printed on white adhesive paper (6 cm. x 3 cm.) with the credits of the authors of the project with the purpose of superimposing these over each plate in the final exposition.

- 6 Letter-sized reductions of the presented plates.

The entities reserve the right to verify all the information and documentation received in the moment of registration.

Note:

The Compact Disc, with no marking or identification, with the files of the proposal in JPG or PDF and the area verification file, must not be placed inside the IDENTIFICATION envelope, but in the DRAFT package, which contains the plates.

## 3.7 Registration Procedure

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### 3.7.1 Participants

As is the case of Public Architectural Tendering or Competitions, participants can be natural or legal, national or foreign persons in the individual, joint venture or consortium modalities.

- When dealing with individual, natural persons, these must be duly qualified architects licensed to carry out this profession in Colombia and must possess 5 years of general experience, counted from the issuance of the Professional License (Degree), through the presentation of the respective validity of the same.
- When dealing with Legal Persons, these must have the practice of architectural design or similar activities within their social object of practicing the profession of architecture and have at least one (1) architect, who is duly certified by the Professional Council of Architecture and with the minimal experience set forth in the previous point.

- When dealing with foreign individual, natural persons, these same must be duly authorized to perform the profession of architecture in Colombia and in general, must be in compliance with the requirements established in the present numeral and in numeral 2.7.2.1.

- When dealing with foreign legal persons, either directly or as a part of a joint venture or consortium, they must provide proof of their incorporation or existence and the validity of their legal entity status and their legal representation with the documents demanded in their respective country. These documents must be validated by the Colombian Consulate who is authorized to certify the authenticity of the documents and the fact that this is the document required in the respective country to certify the existence and representation of the legal entity. The proposal must be guaranteed by an architect duly authorized to exercise the profession in Colombia, who must also comply with the requirements indicated for natural persons.

In the event that a foreign proposer with no permanent residence or branch in the country receives a favorable result in the competition, this proposer shall be required to establish a branch in Bogota, Colombia before signing the corresponding contract.



## 3.7.2 Required Documentation

### 3.7.2.1 Natural Persons

1. Registration Request Form (Attachment 1)
2. Certificate (original) of Proposer Tax I.D. (RUP) issued by the Chamber of Commerce, which must comply with the following requirements:
  - Date of issuance by the Chamber of Commerce, Not greater than thirty (30) calendar days before the closing date of the Competition Registration.
  - The registration or renovation of the RUP must be secure and valid as of the date of the competition, a term which is only possible for a period of 10 working days from the publication or issuance made by the Chamber of Commerce, when and if a replacement resource is not filed against it. (Decree 0019 of 2012).

The proposers must be classified in conformity with The United Nations Standard Products and Services Code), in one of the following classes, which are:

Class	Name
80111600	Temporary Employment Services
81101500	Civil Engineering

In any case, when the terms and conditions of the soundness and validity of the documents are fulfilled.

For the registration and participation in the Architectural Competition and for the signing of contracts which will result from the selection process for the Architectural Competition, the setting of the maximum contract amount will not be a requisite.

3. Certificate of contributions to the social security, payroll taxes, and professional risk for natural persons systems, issued under the terms of Article 50 of Law 789 of 2002 and of Article 9 of Law 828 of 2003, with respect to a natural person who intends to participate as well as his/her employees, if there are any (see ATTACHMENT 2). Furthermore, the winning participant must show proof of their affiliation to a Health Provider and Pension system in the moment of signing the respective contract through the certification issued by the competent entity.

4. Certificate of validity of the Professional Practicing License issued by the National Professional Council of Architects and Professional Assistants (CPNAA in Spanish), with a validity not greater than six (6) months.

5. Original copy of the Bid Security issued to the Promoting Entity: **NATIONAL CENTER FOR HISTORICAL MEMORY**, Nit. 900.492.141-5, with the following characteristics:

- **Value:** 10% of the total value of the consulting contract which has a value of THREE BILLION EIGHT HUNDRED EIGHTY-NINE MILLION TWO HUNDRED EIGHT THOUSAND EIGHT HUNDRED FORTY-ONE Colombian Pesos (\$3,889,208,841.00 Colombian Pesos) tax included. Therefore, the policy must be insured for the value of \$388,920,884.00 Colombian Pesos.

- **Object:** Guarantee the promoting entity full security of the offers made in the PUBLIC INTERNATIONAL COMPETITION OF THE ARCHITECTURAL DESIGN DRAFT OF THE NATIONAL MUSEUM OF MEMORY.

- **Validity:** From the closing day of the Competition and four (4) additional months. In case the date of the

competition closure is postponed, the promoting entity, if deemed necessary, will request the extension of the policy validity.

6. **Original Invoice** of the respective policy payment.

### 3.7.2.2 Legal Persons

1. Registration Request Form (Attachment 1) The registration request form must be signed by the legal representative of the legal entity and by the architect who backs the project.

2. Certificate (original) of Proposer Tax I.D. (RUP) issued by the Chamber of Commerce, which must comply with the following requirements:

Date of issuance by the Chamber of Commerce, Not greater than thirty (30) calendar days before the closing date of the Competition Registration.

The registration or renovation of the RUP must be secure and valid as of the date of the competition, a term which is only possible for a period of 10

working days from the publication or issuance made by the Chamber of Commerce, when and if a replacement resource is not filed against it. (Decree 0019 of 2012).

The proposers must be classified in conformity with The United Nations Standard Products and Services Code), in one of the following classes, which are:

<b>Class</b>	<b>Name</b>
<b>80111600</b>	Temporary Employment Services
<b>81101500</b>	Civil Engineering

In any case, in compliance with the terms and conditions of the soundness and validity of the document.

For the registration and participation in the Architectural Competition and for the signing of consultancy contracts which will result from the selection process for the Architectural Competition, the setting of the maximum contract amount will not be a requisite.

3. Contribution certificate to social security and payroll taxes for legal entities issued pursuant the terms and conditions

of Article 50 of Law 789 of 2002. (ATTACHMENT 6). Signed by the Legal Representative or Fiscal Auditor, in accordance with the legal requirements.

4. Validity certificate of the Professional Practicing License issued by the National Professional Council of Architects and Related Professions with a validity not greater than six (6) months, of the professional backing the project, and the designing architect. When NOT the same person, the Validity Certificate of the Professional Practicing License of this person must also be attached to verify the general experience required.

5. Original copy of the Bid Security issued to the Promoting Entity: **NATIONAL CENTER FOR HISTORICAL MEMORY**, Nit. 900.492.141-5, with the following characteristics:

- **Value:** 10% of the total value of the consulting contract which has a value of THREE BILLION EIGHT HUNDRED EIGHTY-NINE MILLION TWO HUNDRED EIGHT THOUSAND EIGHT HUNDRED FORTY-ONE Colombian Pesos (\$3,889,208,841.00 Colombian Pesos) tax included. Therefore, the policy must be insured for the value of \$388,920,884.00 Colombian Pesos.

- **Object:** Guarantee the promoting entity full security of the offers made in the INTERNATIONAL COMPETITION OF THE ARCHITECTURAL DESIGN DRAFT FOR THE NATIONAL MUSEUM OF MEMORY.

- **Validity:** From the closing day of the Competition and four (4) additional months. In case the date of the competition closure is postponed, the promoting entity, if deemed necessary, will request the extension of the policy validity.

6. **Original Invoice** of the respective policy payment.

7. Original Certificate of the Chamber of Commerce of the business address of the proposer:

Issued within **thirty (30) days** prior to the closing date of the registration, in which it makes known:

- That the social Object cover the exercise of architectural design, or activities related to the exercise of the architectural profession.

- Sufficient validity to participate in the International Competition, sign and carry out the eventual contract and three (3) more years.

- The name of the legal representative

- Authorized legal representation to participate in the International Competition and sign the eventual contract for the mentioned amount.

8. Authorization:

If the legal representative does not possess the sufficient authority or in the certificate it is unclear that he/she does, an authorization from the competent legal channel through which authorization to participate in the International Competition and to sign an eventual contract resulting from the same is granted.

### **3.7.2.3 Joint Ventures And Consortiums**

For these entities, in addition to the requirements described above for natural and legal persons, each and every one of the members of the model chosen, JOINT VENTURES, must confirm the documents found in ATTACHMENT 4 and CONSORTIUMS must confirm the documents found in ATTACHMENT 3.

## IMPORTANT:

- The registration request must be signed by the legal representative of the legal entity and by the architect guaranteeing the project.
- The certificate of compliance with payroll tax obligations must be signed by the legal representative, the public accountant and/or the statutory auditor, in accordance with the law.
- If the legal representative of the legal entity is not an architect, the registration request and the proposal must be guaranteed by an architect that fulfills the terms and conditions set forth in numeral 3.7.1.
- The companies of sole-proprietorship are grouped together with legal entities and as such must fulfill the same requirements demanded of the latter.

If the Consortium and/or the Venture Group is made up of natural persons, each one of them must fulfill all of the requirements set up for natural persons, in accordance with numeral 2.7.2.1.

If the Consortium and/or Venture Group is made up of legal entities, each one of them must fulfill all the requirements set up for legal entities, in accordance with numeral 2.7.2.2.

If the Consortium and/or Venture Group is made up of both legal and natural persons, each one of them must fulfill the requirements which correspond to their status, in accordance with numerals 2.7.2.1 and 2.7.2.2.

The members of a consortium and/or venture group must comply together with the form in ATTACHMENT 3 and in ATTACHMENT 4, in accordance with the model chosen.

Note:

The SCA and the promoting entity may demand additional documentation if deemed necessary to verify or clarify any of the requirements set forth.

### **3.7.2.4 Legal Foreign Entities Non-Residents In Colombia**

Persons who are **foreign legal entities, non-residents or without branches in Colombia**, must comply with the following requirements:

1. Provide proof of their existence and legal representation through a suitable document issued by the competent authority in the residing country, issued within the last thirty (30) days as of the closing date of the registration process. The document must clearly demonstrate its existence, the date the company was formed, its object, its validity, name of legal representation or of the person(s) duly authorized to act on their behalf and their authorizations expressly showing that the representative has no limitations in the exercise of the obligations on behalf of the same or by supplying authorization or the corresponding documentation from the directing organization which duly authorizes them.

2. Provide proof that the legal object includes the labors of architectural design or activities related to the labors of the architectural profession.

3. Provide proof of the legal capacity of the legal representative or agent in Colombia. This must be pursuant Law 80 of 1993, Law 1150 of 2007, Decree 1510 of 2013, and any other legislation which regulates the topic in a case by case situation.

If any part of the requested information is not included in the certificate providing proof of their existence and

representation, or if these types of certificates do not exist in accordance with the laws which govern such aspects in the country of origin of the legal entity, the information must be included in an independent document issued by a competent authority from their country or in its place a document issued by the highest authority of the legal entity. The foreign legal entities who find themselves within the assumed fact indicated in this paragraph, must formally state that pursuant legislation in the country of origin, the certifications or information cannot be provided in the terms set forth in this document, as outlined in Article 188 of the Colombian Civil Procedure Code or in the application regulation.

### **3.7.3** Registration Procedure

The registration procedure will be carried out as follows:

#### **3.7.3.1** Date and Place

The parties interested in participating in the International Competition will be able to register in Bogota D.C., Colombia, in the branch of the Colombian Society of Architects, Bogota & Cundinamarca, located at Cra. 6 No. 26B-85-Plataforma.

Outside Bogota, in any of the Regional Offices of the Colombian Society of Architects around the country. The following link can be used to get information about the location of the different regional offices and present the documentation indicated in the previous point:

[http://www.sociedadcolombianadearquitectos.org/site/index.php?option=com\\_content&view=article&id=45&Itemid=55](http://www.sociedadcolombianadearquitectos.org/site/index.php?option=com_content&view=article&id=45&Itemid=55)

There is no cost to the participants for the FINAL RULES OF THE COMPETITION of the International Competition.

The documentation will only be received within the established period on the TIMETABLE which is included in the FINAL RULES of the competition.

### **3.7.3.2 Presentation of the required documentation for the registration request:**

Those interested in the present international competition must present ALL the requested documentation found in the present FINAL RULES, within the dates indicated on the TIMETABLE of the International Competition.

The omission of any of the documents will impede the reception process and therefore will disqualify the registration of the participant.

**IMPORTANT:** The fact that eventually a regional office of the Colombian Society of Architects receives a request with incomplete documentation does not authorize the registration request and quite to the contrary, as the participant will be declared unregistered, notwithstanding the internal measures which clarify the fact.

- In reference to the documentation of the registration request.-The regional office that receives the registration request will send it to the SCA Bogota & Cundinamarca, so that this entity together with the Promoting Entity will be those who study its suitability.

- Document revision.-The SCA and the Promoting Entity will have the period determined in the TIMETABLE that will be displayed after the closure of the registration to review the information and documentation presented in the request.

- Initial publication.-On the webpage of the SCA Bogota & Cundinamarca, the SECOP and on the webpage of the Contratacion a la Vista [A View of Contracting], as set forth on the TIMETABLE, the INITIAL LIST of registered participants will be published. On the one hand this will indicate who has been definitively registered as well as indicating those who need to clarify or rectify documentation or requirements therein. These modifications must be carried out within the period indicated on the TIMETABLE. They can be **presented personally or sent by certified mail directly to the Regional Office of the Colombian Society of Architects of Bogota & Cundinamarca, located at Cra. 6 No. 26B-85-plataforma, in the name of Dirección de Concursos de Arquitectura (Office of Architectural Competitions).**

If the interested party(s) have complied in a satisfactory and timely manner with the requirements, they will be definitively registered.

If the interested party(s) have not complied with the requirement(s) or they do so outside the indicated time frames, it will be understood that the request has been withdrawn.

- Registration.-Once the documentation has been verified and has been determined to be suitable and complete, the **NATIONAL CENTER FOR HISTORICAL MEMORY** and the SCA Bogota & Cundinamarca, will publish the final and definitive list of those registered on the SECOP, on the webpage of Contratación a la Vista (A View of Contracting) and on the website of the International Competition.

- Non-transferrable registration.-The registration is non-transferrable and only confers the right to participate to those registered and only as they have been registered.

### **3.7.4** Legal And Technical Documents Available To The Participants

The participants will have the following documents and information available through the SECOP, Contratación a la Vista, Colombian Society of Architects Bogota & Cundinamarca webpages and on the section entitled INTERNATIONAL COMPETITION, the FINAL RULES OF THE COMPETITION of the Competition and their corresponding ATTACHMENTS (available only in the Spanish language).



### **3.7.4.1 Forms Required Of The Participants**

#### **ATTACHMENT 1.**

Registration request form

#### **ATTACHMENT 2.**

Certified Form for the certificate of contributions to the social security system, the payroll tax system and the system for professional risks for natural persons.

#### **ATTACHMENT 3.**

Form to create a CONSORTIUM

#### **ATTACHMENT 4.**

Format to create a JOINT VENTURE

#### **ATTACHMENT 5.**

Draft copy for Contract

#### **ATTACHMENT 6.**

Certified Form for the certificate of contributions to the social security system, the payroll tax system and the system for professional risks for legal persons.

<sup>1</sup> Pursuant article 15 of decree 2326 of 1995, the terms of reference of the Architectural Competition will be called FINAL RULES OF THE COMPETITION of the Competition.

### **3.7.4.2 Legal Attachments**

#### **ATTACHMENT 7.**

Ineligibility

#### **ATTACHMENT 8.**

Causals of disqualification

#### **ATTACHMENT 9.**

Obligations of the parties involved in the Competition

#### **ATTACHMENT 10.**

Publicity of the competition to the closure and anonymity upon closure.

#### **ATTACHMENT 11.**

Judges, Responsibilities of Judges, Evaluation Criteria, Rules of Operation

#### **ATTACHMENT 12.**

Scope of the FINAL RULES of the NMM International Competition.

#### **ATTACHMENT 13.**

Copyright and Intellectual Property.

### **3.7.4.3 Technical Attachments**

#### **ATTACHMENT 14.**

Base Surveying: Topographical Mapping and Urban Template.

URB-PG-TOPOGRAFIA.dwg

URB-PG-BASE.dwg

URB-PG-PLAZA CONCEJO BOGOTA.dwg

#### **ATTACHMENT 15.**

Plates: Layout and Contents.

PLA-DG-PLANCHAS.dwg

PLA-DG-PLANCHAS.psd

#### **ATTACHMENT 16.**

Final Soil Report

#### **ATTACHMENT 17.**

Photographic Record

#### **ATTACHMENT 18.**

UPZ 101 Teusaquillo and Road Reserve

#### **ATTACHMENT 19.**

Technical Scope Study.

#### **ATTACHMENT 20.**

Open-Sky Museum Publication-Mayor's Office of Bogota (on Sun Sculpture)

#### **ATTACHMENT 21.**

Programmed Areas

#### **ATTACHMENT 22.**

Image Credits

#### **ATTACHMENT 23.**

CNMH Places and Initiatives of Memory

#### **ATTACHMENT 24.**

Axis of Peace and Memory Support Plans

### **3.7.5 Public Hearing On The Clarification Of The Final Rules Of The International Competition And Risk Assignment**

The public hearing on the clarification of the FINAL RULES and risk assignment will be carried out on the date, time and place established in the NMM INTERNATIONAL COMPETITION TIMETABLE included in the present document.

It is the responsibility of the participant to know the scope of the project. For this purpose, the Hearing on the Clarification of the FINAL RULES of the International Competition and the Foreseeable Risk Assignment which is outlined in the following numeral.

Note:

If the participant does not attend the hearing, it is assumed that he/she knows and has clarity on each and every one of the technical aspects related with the contract to be signed, this, notwithstanding the possibility that some questions are deemed necessary to make within the established time period.

### **3.7.6** Categorization, Estimation And Assignment Of Foreseeable Risks

The **NATIONAL CENTER FOR HISTORICAL MEMORY**, aware of the nature of the present contract and anticipating that during the carrying out of the contract, situations can take place which give way to alterations in the economic situations of the parties. Pursuant that set forth in Article 4 of Law 1150 of 2007, it is considered necessary to estimate, classify and distribute the risks in the following way: View next page

### **3.7.7** Mechanisms For The Formulation Of Questions And Clarifications

From the date indicated on the TIMETABLE of the International Competition, the participants will be able to make inquiries through the email address: [concursumuseomemoriahistorica@scabogota.org](mailto:concursumuseomemoriahistorica@scabogota.org). Answers will be given on the dates indicated on the TIMETABLE.

The answers can be consulted on the webpage of SECOP [www.contratos.gove.co](http://www.contratos.gove.co), Contratacion a la Vista [www.contratacionBogota.gov.vo/es/webcav3/ciudadano](http://www.contratacionBogota.gov.vo/es/webcav3/ciudadano) and on the website of the SCA Bogota & Cundinamarca <http://www.scabogota.org>.

Note

The responses to the consultations of the participants ARE CLARIFICATION DOCUMENTS of the FINAL RULES of the International Competition which will serve the Jury in making their recommendation, but they will not be held as an ADDENDUM to the Final Competition Rules. No verbal manifestation, regardless of its source, will modify the Final Competition Rules and its Addendums. The ADDENDUMS that may be produced during the development of the Final Competition Rules, will be published on the previously mentioned webpages.

**Table /** Categorization, Estimation And Assignment Of Foreseeable Risks

Num.	RISK	CLASSIFICATION	CAUSES		ASSIGNMENT		
1	Prolonged permanence due to external causes on the contractor	This occurs when causes outside the contractors' control produce lost time on the worksite (materialization of the designs) which produce additional costs due to time extensions.	Attributable to the Entity	Delays in the delivery of the lot	0%	50%	50%
			Attributable to the Consultant	Delays in the carrying out of the contract	100%	0%	0%
2	Variations in personnel costs due to unforeseeable personnel changes	This occurs due to causes outside one's control when it is necessary to replace one or more professionals or personnel in the consulting support which can result in greater costs of hiring new personnel.	Attributable to the Consultant	Replacement of personnel on the initial budget	100%	0%	0%
3	Greater areas of design not previously requested by the contracting party	This occurs when the designer on his/her own increases the areas of design of the originally planned architectural design	Attributable to the consultant		100%	0%	0%
4	Additional and complimentary designs of urbanism	This occurs when complementary urban designs are required for carrying out the project and these are not provided or assumed by the responsible urban planner.	Attributable to the Promoting Entity			Proportional to the investment cost of the promoting entity	
5	Costs are greater than the definitive budget	This occurs when a greater value is present in the definitive budget	Attributable to the Consultant		100%	0%	0%
6	Costs are greater than the definitive budget		Attributable to the Promoting Entity			50%	50%
7	Costs are greater than the definitive budget		Attributable to extreme conditions or situations beyond one's control			50%	50%

### 3.7.8 Presentation Of Proposals

The competitors will be able to present proposals as indicated on the TIMETABLE of the National Competition, in any of the Regional Consulting Organizations.

In compliance with the deadline for submitting the proposals, it is an unavoidable legal imperative that you do not depend on the goodwill of the Promoting Entity. THE PROPOSALS, WITHOUT EXCEPTION, WILL BE RECEIVED ONLY UNTIL THE INDICATED CLOSING TIME as set forth on the Competition TIMETABLE.

It must be highlighted that the dates of closing for registration and the dates of closing for the International Competition are not the same. The former comes before the latter. This allows for verifying the documents and carrying out the International Draft Design Competition under the system of ANONYMITY. Due to the very nature of architectural competitions and to protect the anonymity in the decision-making process, there will be no possibility of withdrawal.

The validity of the proposals will be for six (6) calendar months as of the date of their presentation.

## 3.8 Judges And Evaluation Requirements

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### 3.8.1 Structure

The team of Judges will be made up of professionals with great individual and complementary, general and specific experience on analogue projects, which are the object of the NMM International Competition. They have been appointed by non-profit entities for the purpose of choosing a proposal in an anonymous and majority fashion which most comprehensively responds to the requirements and the program contents under the present Final Rules of the International Competition.

The Panel of Judges is made up of an uneven number of five (5) members identified as follows:



**1. Architect. Mario Figueroa**

MP. CAU SP A16445-3 of the Conselho de Arquitetura e Urbanismo do Brasil  
Appointed by the National Center for Historic Memory



**2. Architect. Efraín Riaño**

M.P. No. 25700-29666 CND

Appointed by the Mayor's Office of Bogota



**3. Architect. Mauricio Pinilla**

M.P. No. 25700-05123 CND



**4. Architect. Clemencia Escallón**

M.P. No. A25032002515733 CND

Appointed by the National Presidency of the Colombian Society of Architects



**5. Architect. Willy Drews**

M.P. No. 4834 CND

Appointed by the Colombian Regional Society of Architects Bogota & Cundinamarca

### 3.8.2 Evaluation Requirements

#### Architectural Order:

- The coherence and sensibility of the architectural proposal in relation to the central theme of the Museum: rescuing memory as an effective anecdote for the

negation, the deformation and the indolence as a result of the violence.

- The building as a profound and moving tribute to the victims: a governing purpose which can be seen as a determining factor to give meaning to the architectural proposals.

- The building and its public spaces should have the capacity to become active enablers in the process of healing, reconciliation and non-recurrence.

- Explicit evidence that the architecture translates and interprets the dimensions of the Colombian conflict through its spatial experience and its capacity to provoke emotion, a requirement that will take prevalence over disproportionate efforts to model excessive iconic images of language.

- The clear purpose of interpreting the notion of the Museum as a living, flexible and changing space subject to multiple interpretations.

- The capacity to ensure the location is occupied kindly and the building scale does not fracture the setting will be given particular attention.

- The will to rescue the power of architecture as a work of art which in its diverse experiences and expressions can involve layers of sensorial dimensions.
- An architecture of memory must demonstrate attributes associated with the very purpose of the building such as serenity, austerity, restraint and permanence.
- Architecture capable of combining, with subtlety, the multiple intangible but determining relationships between Memory, and Present Day.
- In the evaluation, special emphasis will be placed on the capacity of the internal and external spaces of the facility to accommodate the movement and flow of all people, regardless of their physical conditions.

#### **Urbanistic Order:**

- The pertinence of the new Museum of Memory as a part of an emblematic urban ensemble that involves neighboring features and public places of great importance and significance will be taken into account as an essential requirement when evaluating the proposals.

- The urban design of the Museum must also show the specific interpretation formulated by the proposal in reference to the Axis of Peace and Memory which runs along the entire Avenida/Calle 26.
- Particular attention will be paid to proposals which lean toward designing within a setting in terms of scale and continuity of the preexisting urban and architectural development.
- The public must be of utmost importance in all of the segments of the proposal: the public as a spatial framework of reference, as a connecting environment, as an environmental resource of the city and as a place of civics and citizenship associated with the activities of the Museum.
- Special attention will be placed on the way the proposal respects and integrates the sculptural set of the Ala Solar, the Council Square and the setting of the City Administrative Center to the urban design of the Museum.
- Strict adherence to the urbanistic regulations will be a determining factor in the assessment of the proposals.

### **Programmatic and Graphic Order:**

- The ability to translate and interpret lucidly and creatively the program of spaces and necessities as set forth by the Promoting Entity.
- The apparent solution of the functional requirements formulated in the Program of Necessities.
- The explicit coherence between all of the components which make up part of the proposal: side-views, top-views, sectional views, diagrams, text and images.
- Rigorous attention must be paid to the requirements and steps of the presentation as set forth in the Formal Rules of the Competition. Even though a great percentage of the presentation is open, those components carefully described in the Formal Rules such as diagrams, graphics and documentation will be fully required since they make up comparative input of enormous value in the evaluation process and in the selection by the judges. The in-compliance of said requirements will result in the disqualification of the proposal.

### **Environmental Order:**

- A very important consideration in the evaluation will be the evident virtue of the proposals in relation to the rational use of available natural resources in the project location, in the city and in the geographical environment surrounding it.
- The jury will place particular attention on those proposals which creatively formulate active and passive means to assure more efficient use of energy.
- Minimize negative impacts on the immediate area surrounding the project thereby achieving the avoidance of negative impacts on the ecological environment and the urban landscape.
- Combine and harmonize the environmental proposal of the building with available budgets which in any case are relatively moderate.

### **Technical, Budget-related and Construction Order:**

- Show clear evidence in the proposal of construction techniques involved in the urban and architectural proposals.



· It will be definitive in the valuation, the certainty that in terms of proposed materiality, such as the choice of a structural system and other technical-construction components of the proposals, are adjusted in a restrained technological development in full correspondence with the budget expectation proposed in the Final Rules.

· For the Judges, it will be extremely important that the participants respect the demanded coordinates in terms of fulfillment of the space and area program. Even though it is assumed that this deals with proposals and the draft-design level, this should not imply substantial transformations in the subsequent phase of the Project and the Construction Details.

#### **FINAL CLARIFICATION NOTE:**

The participants must realize that this is an International Competition of Design Drafts and in line with that, its transition to Project can imply a non-substantial modification but still important of its scope and contents in conformity with the natural development of the proposal, the observations contained in the Jury Minutes and also those provided by the Promoting Entity, if there are any.

The notion of **DRAFT** is defined by the National Council of Professional Architects and Related Professions (CPNAA in Spanish), in the *Documentation on Professional Practices, Module 01- Scope and Stages of Reference in*

*Professional Services of Architectural Design; Chapter 2, Development of the Basic Contents of Documentation; Numeral B, Design Phase, as follows:*

*“DRAFT: A draft will be understood as the qualified development of the concepts of finding a site and occupation, functional operations, spatial conditions and materials, proposed and reformulated based on the basic outline.*

*In this phase, the development of architectural projects acquires a more defined form, defining the characteristics of the components with more detail and breadth.*

*The development of architectural design in the intermediate draft stage, carries with it spatial, dimensional, functional, structural and constructive information, much more developed in scaled floorplans, elevation drawings and tridimensional documentation in such a way that it is feasible to begin complementary technical studies on the project at this stage.*

*The graphic expression of a draft carries a higher definition than sketches, in accordance with the progressive advances of the structural system, the*

*functional distribution, the construction proposals and the spatial and architectural conception together.”<sup>2</sup>*

Therefore in consideration and attempting not to infringe on the equality of the candidates in the International Competition, the Judges can recommend to the Promoting Entity, the awarding of the contract to the proposal which, in their judgement, has the greatest overall quality and which does not suffer from insurmountable defects. Insurmountable defects are understood as those which would require substantially changing the proposal.

## **3.9 Work Team**

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### **3.9.1 Minimal Work Team**

The participant must have at least one architect on their work team who would assume the position of project leader, with a minimum of five (5) years of experience, as of the date of the issuing of the Professional license (degree).

### **Suggested Team:**

It is suggested that those who will participate in this International Competition for the NMM to have a multi-disciplinary team for the development of the proposal which has at least the following professionals and experience. See ATTACHMENT 19—Scope of Technical Studies:

- a. Civil Engineer: experience in structural design.
- b. Consulting Architect: certified experience in museography
- c. Electrical Engineer: experience in museum lighting, voice, data, telephone and TV.
- d. Hydro Engineering: Sanitation and anti-fire Networks.
- e. Systems Engineer: security, CCTV, heat and humidity detection.
- f. Mechanical Engineer: experience in natural, mechanical and air-conditioning systems.
- g. Bio-climactic Architecture or Engineer: experience in environmental sustainability
- h. Landscape Consulting Architecture.

<sup>2</sup> DOCUMENTATION ON PROFESSIONAL PRACTICE, MODULE 01—Scope and Stages of Reference in Professional Services of Architectural Design, page 20, Bogota. July 2004.

We urge this team to promote equality and non-discrimination, fostering participation under conditions of equality, with non-discrimination based on gender, sexual orientation or gender identity, belonging to a certain ethnicity, background (rural or urban), situations of disability or any other motivation.

## 3.10 Timetable

<b>CHRONOGRAM OF ACTIVITIES</b>					
<b>No</b>	<b>ACTIVITY</b>	<b>DATES</b>			
		<b>FROM</b>		<b>UNTIL</b>	
		<b>DAY</b>	<b>HOUR</b>	<b>DAY</b>	<b>HOUR</b>
1	Web publication of the pre-rules	THURSDAY April 9, 2015		TUESDAY May 26, 2015	
2	Opening of the Competition	WEDNESDAY May 27, 2015			
3	Publication of the Final Rules	WEDNESDAY May 27, 2015			
4	Visit to site of project (non-obligatory)	MONDAY June 1, 2015	8:00 a.m		
5	Rule clarification hearing--Gabriel Serrano Camargo Auditorium, SCA Bogota (Cra 6 No 26B-85)	MONDAY June 1, 2015	10:00 a.m		
6	Written consultations	WEDNESDAY May 27, 2015		FRIDAY June 19, 2015	5:00 p.m
7	Written responses	WEDNESDAY May 27, 2015		WEDNESDAY June 24, 2015	
8	Registration	WEDNESDAY May 27, 2015		FRIDAY June 19, 2015	5:00 p.m
9	Publication outline of registered and requirements	WEDNESDAY June 24, 2015			
10	Term to compensate for registration requirements	WEDNESDAY June 24, 2015		FRIDAY July 3, 2015	5:00 p.m
11	Publication of the final list of registered candidates	TUESDAY July 7, 2015			
12	Close of the International Competition-- Last day to submit proposals			WEDNESDAY July 29, 2015	3:00 p.m
13	Period of judging	TUESDAY August 4, 2015		THURSDAY August 6, 2015	
14	Transfer of participants to the initial Jury evaluation	MONDAY August 10, 2015		WEDNESDAY August 12, 2015	5:00 p.m
15	Public exhibition of drafts	MONDAY August 10, 2015	9:00 a.m		
16	Hearing of the reading of the final report of the Jury, opening of the ballot box and the envelopes	THURSDAY August 13, 2015			



**PRESENTATION OF THE INTERNATIONAL  
COMPETITION FOR THE DRAFT PROPOSAL  
OF THE ARCHITECTURAL DESIGN OF THE  
NATIONAL MUSEUM OF MEMORY**

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International Competition  
**Architectural Design**  
**National Museum of Memory**