

Specification Document DESIGN COMPETITION

single-stage open procedure with dual digital submission
Subject: Enhancement of the natural heritage

of the Velino River

CIG (Identifying Code of the Procedure): B446BB5CD3

CUP (Single Project Code): F12H24000240006

DISCLAIMER! This document and all its attachments should not be considered official. They represent only a translation intended to facilitate potential candidates in participating in this design contest. This document and all its annexes, in their English language version, should therefore not be considered legally binding. For any doubts of interpretation, conflict of information or other discordance, the Italian versions shall prevail.

1) GENERAL INFORMATION

1.1) BIDDING ENTITY

Name: MUNICIPALITY OF RIETI

Address: PIAZZA VITTORIO EMANUELE II No.1

Post-code: 02100

Municipality: Rieti

Province: RI

Nation: Italy

1.2) COORDINATION

Single Project Manager (Responsabile unico del Progetto - RUP):

Arch. Emiliano Di Giambattista – Director 4th Sector – Municipality of Rieti

Certificated E-mail address: protocollo@pec.comune.rieti.it

E-Mail address: emiliano.digiambattista@comune.rieti.it

1.3) TYPE OF COMPETITION PROCEDURE

The use of this competitive procedure announced by the Municipality of Rieti – 4th Sector – Territorial Development, Urban Planning and Environment – AUSA Code 0000156141, was ordered by contracting determination No. 3087 of 11 November 2024.

A single-stage open procedure with double submission, anonymous through all stages, is adopted.

Participation is open to all parties referred to in section 3.2 of this Call for Proposals, meeting the requirements of section 3.3 and subject to the cases of exclusion referred to in section 3.6.

Participants will be required to prepare a design proposal that, in compliance with the costs, the Competition Programme and the required performance, will enable the Selection Committee to identify – according to the evaluation criteria set out in Section 5.2 – the 3 best ranked and any other deserving proposals, the latter in the maximum number of 10.

Only telematic means will be used for the procedure and for the relations between the organising body and the competitors, in order to guarantee anonymity and uniform conditions of participation. The procedure

will be fully carried out through the platform called **Concorsi di Progettazione** (hereinafter Platform), specially prepared for the competition and accessible at the following link:

<https://piattaforma.concorsidiprogettazione.it>.

The system will ensure the anonymity of the entire process.

Participants should periodically access the above URL to check for any further relevant communications.

1.4) Subject of the Contest

The subject of this Design Competition is the acquisition of a project with a level of depth equal to that of a 'Technical and Economic Feasibility Project,' with the subsequent identification of the winning party. After allocation of the necessary economic resources, the winning competitor will be entrusted, by a negotiated procedure without a call for bids, the executive design, pursuant to Article 46 paragraph 3 of Legislative Decree 36/2023 (hereinafter referred to as the 'code').

1.5) Estimated cost for the implementation of the work

The estimated cost for the implementation of the work, including safety charges, is € 2,023,524.30, net of V.A.T. For the relevant calculation, please refer to the attached documentation.

In the following table, the estimated cost of carrying out the work is broken down into the following planned categories of work:

Category	Description	Percentage incidence	Amount
OS 24	Green and street furniture	100%	2.023.524,3

The category indicated in the table above is not binding for the purposes of developing project proposals and is merely a benchmark for identifying the special technical-organisational requirements and for calculating the fees related to the professional services required, in application of the decree referred to in Article 41 paragraph 15 of Legislative Decree 36/2023.

2) TIMETABLE AND COMPETITION DOCUMENTS

2.1) Timetable

The following table indicates all the deadlines of the Contest:

Subject	Date
Publication, on	18/11/2024
	02/12/2024
Request for clarification, by the	
Publication of minutes of requests for clarification and their responses, by the	09/12/2024
DELIVERY OF DOCUMENTATION, by (The start date must be the same or later than the deadline for the request for clarification) and no later than 12.00 noon on	10/12/2024
20/01/2025	25/01/2025
Appointment of Selection Committee	
Deadline for submitting recusals of any juror for cases of incompatibilities	03/02/2025

Work of the selection committee, by the	28/02/2025
Session (being an anonymous competition, it is not possible for contestants to remotely attend the session) of decryption of administrative documents and proclamation of the provisional ranking list	03/03/2025
Verification of general requirements and professional suitability, publication of the final ranking list with the announcement of the winner ... by the	03/04/2025
Completion of the technical-economic feasibility document, by the	30/04/2025
Publication of all participants' project proposals, by the	30/04/2025
Exhibition of all participating projects, with possible publication, by the	30/04/2025

2.2) Documentation of Contest

The Tendering Entity shall provide the following documentation:

1. Specification Document of the Contest;

2. Technical Documentation:

- *Design Guidance Document (in Italian, 'DIP') - (according to article 41 paragraph 2 of the code) containing:*

a - identification of contest area;

b - general objectives to be pursued;

c - Description of the historical, environmental and urban characteristics of the competition area;

d - constraints on the competition area;

e - Photographic documentation;

f - Aerial photo of the target area;

g - cadastral map, with identification of area subject to competition;

h - extracts from current municipal and supra-municipal planning documents and relevant reference standards;

i - estimated cost for the implementation of the intervention.

The above documentation is posted in the appropriate section of the competition website

at <https://piattaforma.concorsioprogettazione.it>, in the Details of this procedure, where participants can download the relevant documents.

3) REGULATORY AND PROCEDURAL REFERENCES

3.1) Regulatory references

The regulatory references are the following:

1. Legislative Decree No. 36 of March 31, 2023 – article 46

2. Annexes to Legislative Decree March 31, 2023, No. 36

3. Decree of parameters pursuant to Article 41 paragraph 15 of Legislative Decree 36/2023 [currently Ministerial Decree (Justice) 17/06/2016 as amended].

The specific legal basis for the conduct of this competition is the following:

1. this Specification Document and the attached documents;
2. the Minutes of the requests for clarifications and their responses;
3. Other Notices.

3.2) Eligibility criteria- General and professional qualification requirements

Economic operators in individual or associated form, as referred to in Article 66, Paragraph 1 of the Code, who are not subject to the grounds for exclusion referred to in Articles 94 and 95 of the same Code and who meet the following requirements of professional suitability may participate in the competition:

- a) (for professionals) registration, at the time of participation in the tender, in the relevant professional register provided for by the regulations in force, or qualified to practice the profession in accordance with the rules of the countries of the European Union to which the person belongs.
- b) (for Engineering Companies, also temporarily associated) registration, at the time of participation in the tender, in the register kept by the Chamber of Commerce Industry, Handicrafts and Agriculture or the relevant entity in the country of the participating company.

A competitor not established in Italy but in another Member State or in one of the countries referred to in Article 100, paragraph 3 of the Code, shall submit either a sworn declaration or in the manner in force in the State in which it is established, entering the relevant demonstrative documentation in the FVOE (Fascicolo Virtuale dell'Operatore Economico) system, established at the Banca Nazionale dei Contratti Pubblici (see Article 24 of the Code).

SPECIFIC PROFESSIONAL REQUIREMENTS

In relation to the type of works referred to in the competition, the competing party must, in particular, have the following professional skills:

- 1) Designer, with valid professional title of architect or engineer;
- 2) Structural designer, with Section A engineer or Section A architect title (Presidential Decree 328/2001) (where necessary);
- 3) Safety coordinator during the design phase, meeting the professional requirements under Article 98 of Legislative Decree 81/2008;
- 4) Professional for the geological aspects of the project, possessing the title of geologist (where necessary).

These professional figures, who must meet the general requirements (not falling under the conditions of exclusion under Articles 94 and 95 of the code) and professional suitability referred to in points (a) and (b) above, may also partly coincide, depending on the possession of the titles, and may participate either as individual professionals or as associates.

The administrative documentation must indicate the name of the graduate architect or engineer registered in Section A, of the Register of the Professional Order to which they belong, introduced by Presidential Decree 328/2001 (or by professional with similar title, for competitors not established in Italy, in relation to the rules of the European Union countries to which the competitors belong), identified as responsible for the integration between the various specialised services, who will have to sign all the project documents.

The professionals listed above may be part of an informal temporary grouping, which the winner, after the proclamation, must transform into a formal grouping, in compliance with Article 66 paragraph 1 letter f) of

the code. This Grouping, with the professionalities listed above, will have to sign the technical and economic feasibility project, which will have to be perfected and delivered to the client, within the deadlines set in paragraph 6.1 below.

3.2.1) TEMPORARY GROUPINGS/ORDINARY CONSORTIA/STABLE CONSORTIA/EEIG

Without prejudice to the possibility of participating in the competition as an individual or associated professional or as one of the entities referred to in Article 66 paragraph 1 of the Code, the competitor may choose to participate with temporary groupings or ordinary consortia, even if not yet formed. The provisions of Articles 67 and 68 of the Italian Public Procurement Code apply to entities already formed in associated entities.

For the purposes of this call, only vertical and mixed temporary groupings are allowed as this Specification Document provides for the division of services into main and secondary ones.

Temporary Groupings, as established by article 39 paragraph 1 of Annex II.12 of the Code, 'must provide for the presence as a designer of at least one young professional, a graduate who has been licensed for less than five years to practice according to the rules of the European Union Member State of residence. For awarding procedures that do not require possession of a bachelor's degree, the young person must hold a surveyor's degree or other technical diploma relevant to the type of services to be provided, licensed for less than five years to practice the profession in accordance with the rules of the European Union member state of residence, in compliance with the relevant professional associations. The requirements of the young person do not contribute to the formation of the participation requirements set by the contracting authority.'

Competitors submitting in associated form must meet the participation requirements in the terms described below.

For Ordinary Consortia and EEIGs, the rules provided for Temporary Groupings apply, insofar as they are compatible. In Ordinary Consortia, the Consortium member that assumes the largest share of the activities plays the role of leader, which must be assimilated to the agent.

Temporary groupings, moreover, must provide for the presence as designer of at least one young professional, a graduate who has been licensed for less than five years to practice according to the rules of the European Union member state of residence, as provided for in Article 39, Part V, Annex II.12, Legislative Decree 36/2023.

In particular:

- it is prohibited for Competitors to participate in the procedure in more than one Temporary Grouping/Ordinary Consortium/EEIG;
- it is prohibited for the Competitor, who participates in the procedure in a Grouping/Common Consortium/EEIG, to also participate as an individual.

The same prohibition exists for freelancers, if they participate in the Competition, under any form and therefore also within a professional company or an engineering company of which the same freelancers play the role of director, partner, employee, consultant or project collaborator.

Violation of these prohibitions will result in the EXCLUSION from the Competition of all Contestants involved.

If the Competitor participates as a stable Consortium, as referred to in Article 66, paragraph 1, letter g) of the Code, it must indicate for which Consortium members the Consortium is competing; the latter are prohibited from participating in any other form in the Competition. In case of violation, both the Consortium and the Consortium member are EXCLUDED from the tender.

It should be noted that under Article 12, Paragraph 3, of Law No. 81 of 2017, stable consortia can also be joined by individual professionals regardless of their legal form.

In the case of a Stable Consortium, the Consortium members designated by the Consortium for the performance of the services may not, in turn, cascade to another party for performance.

If the designated Consortium member is, in turn, a Stable Consortium, the latter must indicate the executing Consortium member in the tender.

The general requirements (Absence of grounds for exclusion under Articles 94 and 95 of the Code) must be met by:

- [In the case of Temporary Grouping/EEIG] each of the participants in the Temporary Grouping/EEIG with the exclusion of the young professional who will therefore not have to submit the relevant declaration;
- [In the case of Ordinary Consortium] by the Consortium and each of the other Consortium members indicated by the Consortium for the purpose of participation;
- [In the case of Permanent Consortium] by the Consortium and each of the Consortium members indicated by the Consortium for the purpose of participation.

The requirements in Annex II.12, Part V must be met:

- 1. In the case of Temporary Grouping/Ordinary Consortium/EEIG, by each associated economic operator, according to its type;**
- 2. In the case of Permanent Consortium, by each of the Consortium members indicated by the Consortium for the purpose of participation.**

The requirement regarding registration in the business register maintained by the Chamber of Commerce Industry, Handicraft and Agriculture must be met:

- 1. In the case of Temporary Grouping/EEIG, by each of the participants in the Temporary Grouping/EEIG;**
- 2. In the case of Ordinary Consortium, by the Consortium and each of the other Consortium members indicated by the Consortium for the purpose of participation;**
- 3. In the case of Permanent Consortium, by the Consortium and each of the Consortium members indicated by the Consortium for the purpose of participation.**

For the purpose of proving the requirements, the contracting authority shall ex officio acquire documents in the possession of public administrations, after the economic operator has indicated the elements essential for obtaining the information or data requested.

3.3) Special economic-financial and technical-professional capacity requirements and means of proof for the award of the executive design

The winner of the competition, subject to obtaining the necessary economic resources, will be entrusted, by negotiated procedure without publication of a notice, with the services referred to in Section 6.1 below, provided that they possess the following economic-financial and technical-professional capacity requirements referred to in Article 100 paragraph 1 letters b) and c) of the code. In order to demonstrate these requirements, the winner of the competition may form a temporary grouping among the entities referred to in paragraph 1 of Article 66 of the code, indicating the parts of the service that will be performed by the individual entities brought together. Such a grouping must be formally established by the winner of the competition prior to the awarding of the executive design.

3.3.1) ECONOMIC AND FINANCIAL REQUIREMENTS UNDER ARTICLE 100, PARAGRAPH 1, LETTER B) OF LEGISLATIVE DECREE 36/2023

- Insurance policy with a ceiling of ten percent of the amount of the works concerned by the competition.

3.3.2) TECHNICAL-PROFESSIONAL CAPACITY REQUIREMENTS UNDER ARTICLE 100, PARAGRAPH 1, LETTER C) OF LEGISLATIVE DECREE 36/2023

➤ past performance, in the ten years preceding the publication of the call for tenders, of contracts similar to those to be awarded also in favour of private parties for a total amount equal to the estimated amount of the work to which the service to be awarded refers, with reference to the list in the Parameters Decree referred to in Article 41 paragraph 15 of the code.

For the purposes of qualification within the same category, activities carried out for works similar to those covered by the services to be entrusted are to be considered suitable for proving the requirements when the degree of complexity is at least equal to that of the services to be entrusted (see Article 8 of Ministerial Decree 17/06/2023).

Evidence of the technical and professional capacity requirement is provided by the successful recipient of the assignments referred to in paragraph 6.1 below, through appropriate documentation, such as:

- copy of regular performance certificates issued by the public and/or private client, indicating the subject, amount and period of performance of the services;
- statement by the bidder, containing the subject matter of the contract, the identification code of the tender (if available) and the relevant amount of the services referred to, the name of the contracting authority and the date the contract was concluded, and/or copies of the invoices for the period required.

3.4) Preliminary relief

Deficiencies in any formal element of the application and, in particular, the lack, incompleteness and any other essential irregularity – with the exclusion of those pertaining to the project proposal – may be remedied through the procedure of preliminary relief under Article 101 of the code, within the limits established by the same article, to which reference is made. Any economic operator who fails to comply with the contracting body's requests within the established deadline shall be excluded from the awarding process.

3.5) Subcontracting

Subcontracting is not allowed.

3.6) Grounds for exclusion and limits on participation

Participants for whom there are:

1. grounds for exclusion under Articles 94 and 95 of the Code;
2. prohibitions to contract with the public administration.

Also excluded from participation in the Competition are those individuals who might be favoured because of their performance of preliminary services for the purposes of the Competition and/or their involvement in the drafting of the Competition Specification Document and/or the implementation of the Competition and/or whom might otherwise influence the decisions of the Selection Committee.

This applies particularly to the following individuals:

- (a) the single project manager (RUP), support figures to the RUP, members of the technical coordinating secretariat, members of the selection committee;
- (b) spouses, relatives and relatives-in-law in the 1st, 2nd and 3rd degree of the persons referred to in (a);
- (c) the regular business and project partners of the persons referred to in (a);
- (d) the immediate superiors and associates of the persons mentioned in (a);
- (e) employees of the Tender Entity.

Individuals who had or have an ongoing or notorious relationship with the contracting authority may participate only if they are not directly involved in the development of the Competition theme. Participants and jurors may not have any contact regarding the subject matter of the competition for the entire duration of the competition, under penalty of exclusion.

The following are also excluded:

1. a competitor who participates in the Competition in more than one temporary grouping or ordinary consortium of competitors, or also participates in the Competition as an individual if he/she participated in the Competition as a temporary grouping or ordinary consortium of competitors. [Violation of this prohibition will result in the exclusion of all competitors involved from the Competition].
2. If the competitor participates in the competition in more than one professional company or engineering company of which the same competitor is a director, partner, employee, consultant or collaborator. [Violation of these prohibitions will result in the exclusion of all contestants involved from the Competition].

3.6.1) SITE VISIT

For the purpose of this procedure, there is no mandatory site visit.

3.7) Conditions of participation

Participation in the Competition implies acceptance without reservation of all the rules, terms and conditions contained in this Specifications Document and in the Competition documentation.

For anything not expressly provided for in the mentioned documentation, reference is made to Legislative Decree 36/2023 and in any case to the rules dictated by the relevant legislation in force.

3.7.1) Modalities of participation

The competition will be held, free of charge and anonymously, exclusively by electronic means through the use of the Platform 'Concorsi di Progettazione' (hereinafter Platform) accessible at the following link <https://piattaforma.concorsidiprogettazione.it>, compliant with the requirements of Article 44 of the Code and Prime Minister's Decree No. 148/2021. Therefore, only applications submitted through the Platform will be accepted.

Applications submitted in paper form or by certificated E-mail or any other means of submission will not be considered valid.

To enter the contest:

- Log in to the <https://piattaforma.concorsidiprogettazione.it> portal.

- Click on details ('Dettagli') of the contest of interest and then on Log in to the contest ('Accedi al concorso').

- Click on Create Participation Credentials ('Crea credenziali di partecipazione') to generate anonymous login credentials. The Login to Contest ('Accedi al concorso') button will be available from the 'Start Participation' date and time.

Note: Please, remember to export the credentials and save them, they will be essential for participation in the contest and cannot be retrieved later.

In the platform it will always be possible to consult the Manuals - Guides in the Help section, which provide the necessary guidance for the correct drafting and timely submission of the application.

To ensure anonymity, there are two stages on the Platform.

The first stage involves uploading and filling in the following STEPs:

- Technical bid, where it will be possible to upload the required documents
- Transmission and confirmation.

The second phase involves uploading and filling out the following STEPs:

- Administrative Documents, in which it will be possible to upload the required documents
- Transmission and confirmation.

Note: It is recommended that no references that may compromise the participant's anonymous participation (signatures, logos, trademarks or other identifying marks) be included in the technical bid documents; the file

itself must also be anonymous. Any references by the participant may compromise anonymous participation in the procedure and consequently exclusion from the competition.

Access credentials for the second phase are the same as those generated for participation in the first phase.

For technical issues related to the use of the Platform, it is possible to:

- consult the manual in the Help section under Manuals-Guides;
- open a specific ticket to report system problems or malfunctions in the Help section under Technical Assistance. The tickets allow the user to check the progress of the report at any time until the final solution is found;
- get in contact by phone, after opening the ticket, at +39(0)7041979, available Monday through Friday from 10 a.m. to 4 p.m.

3.7.2) The digital Platform for Procurements

The operation of the Platform is carried out in compliance with current legislation and, in particular, with EU Regulation No. 910/2014 (hereinafter eIDAS Regulation -electronic Identification Authentication and Signature), Legislative Decree No. 82/2005 (Digital Administration Code), Legislative Decree No. 36/2023 and its implementing acts, and the Guidelines of the Italian Agency for Digitalisation.

The use of the Platform implies tacit and unconditional acceptance of all the terms and conditions of use, and disclaimers contained in the bidding documents, in this Specifications Document as well as those brought to the attention of users through communications on the Platform.

The use of the Platform is carried out in accordance with the principles of self-responsibility and professional diligence, in accordance with the provisions of Article 1176, paragraph 2, of the Italian Civil Code, and is governed, among others, by the following principles:

- equal treatment between economic operators;
- transparency and traceability of transactions;
- standardisation of documents;
- conduct in good faith, pursuant to Article 1375 of the Italian Civil Code;
- conduct of correctness in accordance with Article 1175 of the Italian Civil Code;
- secrecy of entries;
- gratuitousness. No remuneration is due by the economic operator and/or the successful tenderer for the mere use of the Platform;
- anonymity of proposals and project designs.

The Contracting authority accepts no liability for the loss of documents and data, damage to files and documents, delays in the entry of data, documents and/or in the submission of the application, malfunctions, damages, prejudices caused to the economic operator, by:

- malfunctioning of the equipment and connection systems and programmes used by the individual economic operator to connect to the Platform;
- use of the Platform by the economic operator in a manner that does not comply with the Specification Document and the provisions of the Manuals and the document entitled Terms and Conditions of Use of the Platform.

In the event of failure of the Platform or its malfunctioning, not due to the aforementioned circumstances, which prevent the proper submission of tenders, in order to ensure maximum participation, the contracting authority may suspend the deadline for the submission of proposals for a period of time necessary to restore the normal functioning of the Platform and extend it for a duration proportionate to the duration of the failure or malfunctioning, taking into account the seriousness of the situation. The contracting authority, where appropriate, may also decide to continue the tender procedure in another manner, giving timely notice on its institutional Website at the following page: www.comune.rieti.it as well as by any other means deemed appropriate.

The contracting authority reserves the right to do so even when, excluding negligence on the part of the economic operator, it is not possible to ascertain the cause of the failure or malfunction of the Platform.

Economic operators taking part in the procedure expressly exonerate the contracting authority and its employees and collaborators from any liability relating to any malfunction or defect in the connectivity services necessary to reach – via the public telecommunications network – the telematic system for the acquisition of project proposals and related documentation.

In view of the reasonable time frame made available for the activation of the registration procedure and the adoption of technological measures that are ordinarily suitable and sufficient, the contracting authority declines all responsibility for any failure to access the telematic system and/or for the failure to activate the telematic procedure within the time limit set, arising from technical difficulties faced by the competitors and/or the system that are beyond the control of the contracting authority, such as, by way of example but not limited to, difficulties in connecting to the telematic system arising from the competitors' use of unsuitable or inappropriately used computer systems, temporary congestion of the Internet network and/or the connection line to the Platform, etc.

Participants are invited to anticipate as much as possible the activation of the submission procedure, within the time window made available.

Please note that beyond the established deadlines of the various closures of competition operations (SEE TIMELINE), the telematic system will not allow the transmission of further documentation.

Activities and operations performed within the Platform are recorded and attributed to the economic operator and are deemed to have been performed at the time and on the day resulting from the system records.

The operating system of the Platform is synchronised to the national time scale as per Decree No. 591 of the Minister of Industry, Trade and Crafts of 30 November 1993, via NTP protocol or higher standard (Central Europe Timezone).

The costs for purchase, installation and configuration of hardware, software, digital signature certificates, the certificated E-mail address or in any case a qualified certified electronic delivery service address, as well as connections for access to the Internet network, shall be borne exclusively by the economic operator.

The Platform is always accessible.

3.7.4) Technical Equipment

In order to participate in this procedure, each economic operator must equip itself, at its own care, expense and responsibility, with technical and computer equipment that complies with that indicated in this Specifications Document, in the Manuals and in the document Terms and Conditions of Use of the Platform available within the Platform, which govern the operation and use of the Platform.

In any case, it is indispensable to:

- a) have at least one personal computer conforming to up-to-date market standards, with an Internet connection and equipped with a common browser suitable for operating the Platform properly;
- b) have a digital domicile listed in the indexes referred to in Articles 6-bis and 6-ter of Legislative Decree No. 82 of 7 March 2005 or, in the case of a cross-border economic operator, a qualified certified electronic delivery service address within the meaning of the eIDAS Regulation;
- c) (only for the legal representative of the economic operator, or a person with appropriate signature powers) have a valid digital signature certificate issued by:
 - a body included in the public list of certifiers held by the Agenzia per l'Italia Digitale – AgID (provided for in Article 29 of Legislative Decree No 82/2005);
 - a certifier operating on the basis of a licence or authorisation issued by a Member State of the European Union and meeting the requirements of Regulation No. 2014/910;
 - a certifier established in a non-EU state when one of the following conditions is met:
 - the certifier meets the requirements of Regulation 2014/910 and is qualified in a member State;
 - certifier meets the requirements of Regulation 910/14 and is qualified in a member state;

the qualified certificate is guaranteed by a certifier established in the European Union that meets the requirements of Regulation No. 2014/910;

the qualified certificate, or the certifier, is recognised under a bilateral or multilateral agreement between the European Union and third countries or international organisations.

3.7.5) Identification

In order to be able to participate in the competition, the participant must create their own credentials, following the instructions given in this paragraph, in the section on how to access the Platform.

3.8) Anonymity

The anonymity of proposals and project deliverables is guaranteed by the Platform through the process. To this end, the Platform automatically generates for each participant an alphanumeric code, valid for participation in both the first stage (upload of technical documents) and the second stage (upload of administrative documents).

At the end of the tender commission's operations, the feasibility projects are matched to the competitors who are their authors via the Platform. Prior to this moment, the jury shall only refer to the individual projects anonymously in accordance with the previous paragraph.

3.9) Copyright

Upon payment of the prize, the contracting authority assumes ownership of all projects submitted.

The organising body shall in any case have the right to publish the design proposals after the conclusion of the competition, mentioning the names of the respective authors, without paying any additional compensation to them. This right also belongs to the authors, who may publish their entries without limitation, in any case after the conclusion of the competition procedure.

3.10) Competition Languages and Measuring System

The official language of the Competition is Italian for projects submitted by persons from within the territory of the Italian State and English for projects submitted by persons from outside the territory of the Italian State.

Requests for clarification and competition entries must be written in Italian or English.

Only the metric system applies to the competition documents and projects.

3.11) Payment to the Authority

The competitor must make a payment to ANAC - the National Anti-Corruption Authority of the amount of €165.00 as a contribution for participation in the competition, according to the operational instructions provided by the same Authority on its website at: <https://www.anticorruzione.it/-/portale-dei-pagamenti-di-anac>, attaching the receipt to the tender documents.

In the event of non-submission of the receipt, the contracting authority shall ascertain that the payment has been made by consulting the FVOE system (Fascicolo Virtuale dell'Operatore Economico), set up at the Banca Nazionale dei Contratti Pubblici (see ARTICLE 24 of the code). Failure to submit the receipt may be remedied by the economic operator pursuant to Article 101 of the Code, provided that, upon verification by the contracting authority, the payment is already made before the deadline for submitting the tender. In the event of failure to prove that the payment has been made, pursuant to Article 1, paragraph 67 of Law 266/2005, the contracting authority shall exclude the competitor from the tender procedure.

The individual or associated economic operator intending to participate in the competition, in order to allow the Administration to carry out the necessary checks, must present the document certifying the allocation of the PassOE issued by ANAC during registration. The verification of the possession of the requirements of general nature, of professional suitability and – for the successful tenderer – of technical-organisational and economic-financial capacity, is carried out through the Fascicolo Virtuale dell'Operatore Economico (FVOE); therefore, all those interested in participating in the competition procedure must, obligatorily, register with the aforementioned FVOE system.

The operational guidelines for registration as well as the deadlines and technical rules for data acquisition, updating and consultation can be downloaded from the website:

<https://www.anticorruzione.it/-/fascicolo-virtuale-dell-operatore-economico-fvoe>.

3.12) Registration

The competitor (the individual professional, the group leader, the representative of the engineering company or the temporary grouping), in order to participate, must register on the Platform, according to the procedures indicated in paragraph 3.7.

4) PROJECT PROCESSING AND DELIVERY PHASE

The application for participation and the documents relating to the competition must be submitted exclusively via the Platform referred to in this Specifications Document. Applications submitted via methods other than those provided for in these specifications shall not be considered valid.

Participants must submit electronically, by their own means, the following papers/documents:

First step for uploading project proposal documents

➤ a single file (or more than one in the case of a file larger than the maximum size envisaged), in *.pdf format, of a size not exceeding 100 MB for each file, containing the design proposal (see section 4.1), taking care to remove from the file any reference to the author, whether overt or covert, under penalty of exclusion from the competition..

Second step for uploading documents related to the Administrative Documentation

➤ a compressed folder (ZIP) of a size not exceeding 100 MB, containing administrative documents (see section 4.2).

The application must be received no later than 11.59 p.m. on the 60th day following the publication of this procedure, under penalty of inadmissibility.

The Platform will not accept applications submitted after the date and time set as the deadline for the submission of project proposals.

The date and time of arrival of the applications shall be the time recorded by the Platform.

The operations of entering all the required documentation on the Platform remain at the sole risk of the tenderer. It is therefore reiterated the invitation to competitors to begin these activities well in advance of the deadline in order to avoid the incomplete and therefore non-transmission of the application by the deadline.

In the event of a failure or malfunction of the Platform, the provisions of Section 3.7 shall apply.

For the submission of the application, each economic operator has a maximum capacity of 100 MB per file. The accepted formats for digitally signed documents (only for documents to be uploaded in the administrative envelope) are exclusively *.pdf, *.p7m and *.tsd. For documents where a signature is not required, the most common formats are accepted, however the use of the *.pdf extension is recommended in order to ensure the greatest possible accessibility by the contracting authority with standard reading means.

The Platform allows the competitor to view the successful transmission of the application and to download the Participation Receipt.

All documentation to be produced must be in Italian for competitors domiciled in the Italian state, while it may also be in English for other competitors.

Documents proving the participation requirements may be submitted without the need for translation if they are in English; in all other cases, documents must be accompanied by a sworn translation in Italian.

In the event of missing, incomplete or irregular translations of the administrative documentation, the provisions on preliminary relief apply.

4.1) Required Project Drawings

The technical-economic feasibility project must contain the following documents in accordance with Annex I.7, Article 6, paragraph 7 of Legislative Decree 36/2023:

- (a) general report;
- (b) technical report, accompanied by surveys, investigations and specialised studies;
- (c) prior verification report of archaeological interest (Article 28(4) of the Cultural Heritage and Landscape Code, pursuant to Legislative Decree No. 42 of 22 January 2004), and any direct ground surveys, also digitally supported;
- (d) environmental impact study, for works subject to environmental impact assessment - 'EIA';
- (e) sustainability report of the work;
- (f) plano-altimetric surveys and state of consistency of the existing and interfering works in the immediate surroundings of the work to be designed;
- (g) information models and related specialised reports, in the cases provided for in Article 43 of the Code;
- (h) graphic drawings of the works, at the appropriate scales, integrated and consistent with the contents of the information models, when present;
- (i) estimate of the work;
- (l) project economic framework;
- (m) outline business and financial plan, for works to be carried out through public-private partnership (if any);
- (n) time schedule;
- (o) safety and coordination plan complete with an estimate of safety costs;
- (p) information specifications in the cases provided for in Article 43 of the Code. The information specifications will contain specifications on the equivalence of the information content of the documents with respect to the information requirement levels of the information models;
- (q) preliminary maintenance plan for the work and its parts;
- (r) preliminary geotechnical and structural monitoring plan;
- (s) for works subject to EIA, and where required, preliminary environmental monitoring plan;
- (t) particle plan of the areas to be expropriated or acquired, where necessary.

These files must NOT:

- exceed the size of 100 MB for each one;
- contain references to the author;

The participant must enter the number of the table or document and the chosen alphanumeric code, to be placed at the top right of each table or document.

Entries which do not comply with the above specifications or which contain recognisable elements (such as titles, logos, mottos, etc.) that could lead to the authorship of the design proposal will result in exclusion from the competition.

4.2) Administrative documents required

Under penalty of exclusion, the individual participant or the agent/group leader (already appointed or to be appointed) is required to complete and upload the following administrative documentation in the appropriate section of the Platform:

1. Application to participate (on unstamped paper);
2. Declaration in lieu of absence of grounds for exclusion and compliance with the participation limits contained in the European Single European Procurement Document - ESPD;
3. Acceptance of the rules contained in this Specifications Document;
4. Copy of an identification document (identity card, passport);
5. Receipt for payment of the contribution to A.N.A.C., if due.

The participant completes the ESPD, following the attached model or another suitable model in compliance with the regulations in force.

All administrative documentation must be in PDF format and digitally signed (e.g. P7m format) by all persons authorised to legally bind the economic operator and/or economic operators (no digitally signed digital archives must be produced).

The application must be signed with a digital signature or other qualified or advanced electronic signature. Substituted declarations are drawn up pursuant to Articles 19, 46 and 47 of Presidential Decree No. 445/2000. The documentations submitted in copy is accompanied by a declaration of conformity to the original pursuant to Legislative Decree No. 82/2005.

4.3) Request for clarifications and communications

Requests for clarification can only be submitted according to the procedure provided in the appropriate section of the Platform, within the deadline indicated in the timetable.

The Platform, as confirmation of receipt of the request for clarification, will make available a note of receipt, which will serve as feedback to the applicant.

The answers will be published, by the single project manager on the Platform, within the deadlines set out in the timetable. These answers, together with the questions asked, will form an integral part of the notice.

5) EVALUATION PHASE AND FINAL OUTCOME

5.1) Selection Committee

The Selection Committee is appointed by the organising body after the deadline for the submission of entries, according to criteria of transparency and competence. The commission shall be composed of an odd number of members (from three to five), experts in the specific subject matter of the competition, chosen from among those listed below. At least one third of the members of the commission must have a professional qualification or an equivalent qualification to that required of participants in the competition:

- no. 1 representative of the Contracting Authority, acting as Chairman;
- no. 4 experts on the subject of the competition, identified by the Contracting Authority.

The commissioners must not have any grounds for refusal pursuant to Article 93(5) of the Code.

Following the publication of the commission, should a participant find conditions of incompatibility with one or more members of the commission, pursuant to the aforementioned Article 93, paragraph 5, they must, under penalty of exclusion, notify the commission within five days of the date of publication of the commission. To this end, on the Platform, in the Details of this competition under the heading Documents, the procedures for participants to recuse one or more members of the commission will be made known.

The reasons for the reported incompatibilities will be provided to the single project manager only after the documents have been decrypted and must expressly refer to Article 93, paragraph 5 of the code. This is without prejudice to any civil and criminal liability on the part of the competitor responsible for the substitution of a juror, not justified pursuant to the aforementioned Article 93, paragraph 5.

The commission is responsible for the evaluation of the entries submitted and may also work remotely, using telematic procedures that ensure the confidentiality of communications. The evaluation shall be carried out exclusively on the basis of the criteria specified in this Specifications Document, with full respect for anonymity.

At the end of the work, which is confidential, the commission will draw up the final report, containing the alphanumeric codes of the selected project proposals, with the related reasons.

The commission's decision is binding on the organising body which, after verifying the general requirements and professional suitability of the participants, will approve the final ranking list by means of a specific administrative measure.

The Selection Committee must conclude its work within the deadlines set out in the timetable.

For anything else not expressly specified, the commission will refer to the requirements of Article 93 of the Code.

5.2) Evaluation Procedures and Criteria

At its first meeting, the Commission will decide on the admission of participants and define the methodology of its work, referring only to the following criteria:

- correspondence of the project with the indications contained in the attached Guidelines Document - up to 40 points;
- preservation of the environmental and landscape components of the intervention areas - up to 30 points;
- technological and multimedia innovation and accessibility - up to 15 points;
- multifunctionality of the intervention and/or its parts - up to 15 points.

The evaluation of the competition entries will take place through assessment for each of the criteria listed above. The result will be motivated by the assignment of scores and definition of a final ranking list consisting of the five projects identified with the highest score.

The Jury will also identify further project proposals (up to a maximum of the next 10 classified), to be mentioned as deserving, without the formation of a ranking list, therefore to be considered ex-aequo.

A record of the evaluation procedure will be drawn up and published on the competition Platform by the deadline indicated in the timetable.

5.3) Awards

The competition will end with a merit list and the distribution of the prize money, which amounts to a total of € 40.000,00 (euro forty thousand/00).

In particular, the following prizes will be awarded:

Prize for 1st place: 25.000,00 Euro;

Prize for 2nd place: 10.000,00 Euro;

Prize for 3rd place: 5.000,00 Euro.

The above amounts, net of social security charges and VAT, will be paid within 60 days from the date of execution of the administrative measure approving the ranking list.

Only competitors achieving a score of not less than 40/100 will be eligible for the prize. Any savings resulting from not awarding a prize will be equally redistributed in favour of the prize winners.

The authors of all the deserving proposals (first five classified plus any other proposal deserving mention), subject to the positive outcome of the verification of the participants' requirements, will be issued with a Certificate of Good Execution of the Service, which may be used at curricular level, both in terms of participation requirements and technical merit within the framework of procedures for the award of architectural and engineering services.

5.4) Provisional ranking list - Verification of winner's requirements - Final ranking list

The award proposal is formulated by the jury in favour of the tenderer that submitted the best project proposal. With this fulfilment, the commission closes the tender operations and transmits all the acts and documents of the tender to the single project manager for subsequent fulfilment.

The contracting authority shall, within five days, proceed to the communications referred to in Article 90(1)(b) of the Code.

The winner, identified on a provisional basis, and the remaining authors of the project proposal that have been awarded and are deemed worthy, shall provide, within 30 (thirty) days from the request of the competition promoter, documentary evidence confirming the declarations made, concerning the possession of the general and professional suitability requirements as well as the absence of the grounds for exclusion under articles 94 and 95 of the code. Notwithstanding the fact that such requirements must be in place as of the date of submission of the Request to Participate, the contracting authority shall, if necessary, invite the participants to complete or provide clarifications regarding the content of the certificates and documents submitted within a period of 10 days.

Upon the positive outcome of the verification of the possession of the requirements of the winner, the contracting authority shall proceed with the awarding of the contract (proclamation of the winner), which is immediately effective, pursuant to Article 17, paragraph 5 of the Code. In the event of a negative outcome of the verifications, or failure to prove the requirements, the contracting authority shall proceed to revoke the award (provisionally) and report the winner to the National Anti-Corruption Authority – ANAC. In this case, the contracting authority will proceed, in the manner described above, against the second-ranked tenderer. In the event that the contract cannot be awarded to the latter either, the contracting authority will proceed, in the same manner as above, by moving down the ranking list.

6) CONCLUDING OPERATIONS

6.1) Assignment

The winner of the competition must complete the development of the competition entries, reaching the level of technical and economic feasibility project, within 30 days of the announcement.

Following the procurement of the financial resources, pursuant to Article 46, paragraph 3 of the code, the winner will be entrusted with the executive design, with the application of the discount of 20%, the negotiation prescribed by the aforementioned Article 46, paragraph 3, second sentence being understood as having been carried out.

The Contract relating to the services of this paragraph, in fulfilment of the requirements of Article 18, paragraphs 2 and 3, shall be concluded within sixty days from the date on which the award became effective and not earlier than 35 days from the date on which the information to the candidates referred to in Article 90, paragraph 1 of the Code was provided.

Should the contracting authority proceed in accordance with Articles 88 paragraph 4-bis and 92 paragraph 3 of Legislative Decree 159/2011, it shall withdraw from the contract if the circumstances set forth in Articles 88 paragraphs 4-bis and 4-ter and 92 paragraphs 3 and 4 of the aforementioned decree occur, it being understood that the project proposal shall remain the property of the contracting authority.

As stipulated in Article 225(1) of the code, the costs for the compulsory publication of contract notices are reimbursed to the contracting authority by the successful tenderer within sixty days of the award. The publication of additional, complementary or supplementary information shall take place exclusively by electronic means and may not entail financial burdens for the contracting authority.

The presumed amount of the publication costs is € 5.000,00. The contracting authority will inform the successful tenderer of the actual amount of these costs, as well as the terms of payment.

The successful tenderer shall also bear all contractual expenses, fiscal charges such as taxes and duties - including registration fees where due - related to the conclusion of the contract.

6.1.1 FEES FOR ENTRUSTED SERVICES - CONTRACT VALUE

The professional fees, determined in accordance with the Ministerial Decree of 17 June 2016 (as amended in Annex I.13, Article 2 - Table A of the Code), are summarised as follows, net of social security charges and VAT (see attached analytical calculation):

N.	PROFESSIONAL SERVICES	FEES MINISTERIAL DECREE 17/06/2016	DRAFTING TIMES
1	Technical and economic feasibility project (prize money)	25.000,00	60 days from the competition
2	Executive project (under contract)	40.000,00	90 days after award
3	TOTAL CONTRACT VALUE	65.000,00	

6.2) Publication and Exhibition of Project Proposals

The organising body has the right to exhibit the design proposals of the Competition to the public, mentioning the names of the authors and collaborators, and to present an extract from them in the Competition catalogue or other publications, without this implying any financial or other claims on the part of the participants in the Competition.

In particular, the competition organiser, as per the competition schedule:

- will publish the submitted design proposals on the competition website;
- will mount an exhibition of all submitted project proposals, with possible publication.

7) PERSONAL DATA PROTECTION AND JUDICIAL PROTECTION

7.1) Processing of personal data

The data collected will be processed, including by computerised means, pursuant to Legislative Decree No. 196 of 30 June 2003, as amended, and Regulation No. 2016/679/EU of 27 April 2016, exclusively within the scope of the procedure referred to in this Document.

Pursuant to Article 71 of Presidential Decree No. 445/2000, the organising bodies are entitled to carry out appropriate spot checks and, in any case, in all the situations in which doubts arise as to the truthfulness of the substituted declarations made for the purposes of participation in the competition.

7.2) Publication of the notice

The notice, in compliance with Articles 27, 84 and 85 of Legislative Decree 36/2023, will be:

1. transmitted to the Publications Office of the European Union, via the National Public Contracts Database, pursuant to Article 84 of the Code;
2. published on the BDNCP, pursuant to Article 85 of the Code;
3. published on the institutional profile of the contracting authority (<http://www.comune.rieti.it>).

7.3) Cross-border Nature of the Contract

This tender, by its nature, has no definite cross-border interest.

7.4) Acceptance of the clauses of the Specifications Document

Participation in the competition implies the unconditional acceptance by each competitor of all the rules and clauses contained in the Specifications Document. Failure to comply with these specifications shall be grounds for exclusion from the competition.

7.5) Judicial Protection

All disputes arising from the award procedure and the subsequent contract are referred to the competence of the Regional Administrative Court of Lazio, with arbitration jurisdiction being excluded.

In any case, Article 209 of Legislative Decree No. 36/2023 (the Public Procurements Code) and Articles 119 and 120 of Legislative Decree No. 104/2010 (the Administrative Process Code) apply.

THE SINGLE PROJECT MANAGER

Arch. Emiliano Di Giambattista

