

## **SUMMARY LIST OF DOCUMENTS TO BE PRODUCED FOR THE COMPETITION-SELECTION OF AN ARCHITECT DESIGNER FOR THE SFORZA CASTLE (CASTELLO SFORZESCO)**

### DOCUMENTS TO BE SUBMITTED TO THE MUNICIPAL ADMINISTRATION FOR THE PRE-QUALIFICATION STAGE (ART. 4 TENDER RULES AND REGULATIONS):

1. Application for participation (on € 11.00 stamped paper) undersigned by the Professional (MDP form, available for download from the website of the Milan Municipality – Tenders Section). The application shall include the statements provided for by art. 8 of the tender rules and regulations as well as an indication of the pre-qualification requirements (sub-phase I), as per art. 4 of rules and regulations, that is:
  - Turnover not lower than € 1,000,000.00= achieved in the 2001/2003 three-year period;
  - Services pertaining to the design of buildings of historical/artistic interest, over the 2001/2003 three-year period, amounting to a value of at least € 100,000.00=
2. Summary presentation of a project which has already been accomplished and which is deemed to be the most significant as regards the applicant's professional ability (20 pages maximum and 10 enclosures maximum).
3. Curriculum.
4. Indication of turnover acquired for similar projects, exceeding the minimum amount required (€ 100,000.00=), over the last 10 years.
5. Indication of turnover acquired for restoration/reorganisation works accomplished on historical buildings dating back to earlier than 1850, exceeding the minimum amount required (€ 100,000.00=), over the last 10 years.

### APPLICATION SUBMISSION REQUIREMENTS:

- The documents listed under point 1 shall have to be contained in a sealed envelope (**envelope 1**) bearing the name of the professional and the wording "it contains application for participation CASTELLO SFORZESCO competition";
- The documents listed under points 2/3/4/5 shall have to be contained in a sealed envelope (**envelope 2**) bearing the name of the professional as well as the wording "it contains documentation for selection CASTELLO SFORZESCO competition";". Both envelopes shall have to be contained in a single package, which shall have to be closed and sealed.
- The package shall have to be sent, as per the indications listed under art. 9 of the tender rules and regulations, to the Registry Office [*Ufficio Protocollo - Settore Acquisti di Beni e Servizi*] of the Milan Municipality - Galleria C. Fontana, 3-20121 Milan **by 3:30 p.m. on 2 November 2004.**
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