

International Design
Competition for the
Gwangju Biennale
Exhibition Hall

2023.9.12 - 12.01

GWANGJU BIENNALE EXHIBITION HALL

*INTERNATIONAL DESIGN
COMPETITION FOR THE
GWANGJU BIENNALE
EXHIBITION HALL*

Design Guidelines

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International Design Competition for the Gwangju Biennale Exhibition Hall Design Guidelines

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일반 지침

Generals

1. Title

- The title of this design competition is 'The International Design Competition for the Gwangju Biennale Exhibition Hall' (hereafter referred to as the Design Competition)

2. Background

- Since the Gwangju Biennale was first launched in Korea in 1995, it has been held on 14 occasions. As a result, it has taken root as a world culture brand, however it has faced a number of limitations in its development due to the facilities which make it difficult to reflect new exhibition trends as time has passed.
- So, we have established a new exhibition space which can reflect the flow of contemporary art and provide an exuberant citizen-friendly, cultural delight, and healing space to an urban area as well as strengthening the status and identity of the Gwangju Biennale and preparing for the holding of stable and methodical events as a world culture brand.

3. Overview

- Title: The International Design Competition for the Gwangju Biennale Exhibition Hall
- Host (Ordering Agency) : Gwangju Metropolitan City
- Site Location: Around 400-5 Maegok-dong, Buk-gu, Gwangju
- Area/ District: Green Natural Area/ Jungwoe Park (museum district)
- Use: Cultural and Assembly Facilities (exhibition hall)
- Site Area: 34,925m²
- Total Floor Area: 32,276m² (exhibition hall 22,776m², Parking area 9,500 m²) ※ tolerances of ±5%
- Estimated Construction Cost: 86,396 million won (including VAT, renewables construction costs)
- Estimated Design Fee: 5,117 million won (including VAT, all certifications, etc.)
- Competition Period: Tue. Sep. 12, 2023 ~ Mon. Nov. 20, 2023
- Total Design Period(DD & CD included): 18 months from the commencement date (including holidays, excluding the permission period, and it can be adjusted according to the progress status)

4. Method

- It is an open and international design competition.

5. Organization

5.1. Host

- Gwangju Metropolitan City (Cultural Environment Development Division)

5.2. Professional Advisor Committee

- The professional advisor committee is organized to take the advice for this design competition.
- List of professional advisors
 - Kyongwon Kim(Professor, Chosun University)
 - Minkyung Kim (Professor, Seoul National University of Science and Technology)
 - Jongki Park (Professor, Soonchunhyang University)
 - Kangjun Lee (Professor, Hanyang University ERICA)
 - Duwon Lee (The head of Cultural Environment Development Division, Gwangju Metropolitan City)
 - Keunchong Rim (Head of Gwangju Biennale Administration office)
 - Insun Ham (Gwangju Metropolitan City Architect,
The head of Professional Advisor Committee)

5.3. Competition Management Team

- The competition management team provides the guidelines of the jury members in the review process and supports the arrangement of the review for the works submitted. Also, it supports the smooth working process of them by participating in the review process. And it notifies the review results to the submitters after selecting the winning works.
- The senior researcher of the competition management team is Kangjun Lee (Professor at Hayang University ERICA) of the Korean Institute of Architects.
- Inquiries about website registration, qualifications, participation application, and others are only accepted through the official e-mail,

and it may take up to 24 hours for receiving responses. (Excluding weekends and holidays)

- Other inquiries regarding the design competition guidelines, etc. are only accepted during the designated inquiry period. Refer to 12. Q&A for details.
- Official Website & E-mail
 - Official Website: <http://www.gj-biennale.org>
 - Official E-mail: admin@gj-biennale.org

6. Official Language and Units

6.1. Official Language

- The official language for the design competition is 'Korean'.
- The entry (drawing plate, design description, and the summary of the design concept) shall be written in 'Korean'. However, 'English' can be included if necessary.
- Documents submitted by the participants shall be written in 'Korean'. But in case of foreign co-applicants, can be in 'English'.

6.2 Units of Measurement

- All measurement units shall be the 'Metric System'.

7. Eligibility and Restriction

7.1. Eligibility

- Korean and foreign licensed architects may participate, and up to three participants (or companies) are allowed to form a joint group in which one of them is designated as a representative.
- The representative of the joint group (individual participant if applying alone) must be someone who has established and declared an architectural firm according to Article 23 of the 'Certified Architects Act' of Korea as of the design competition announcement date and is free from any disqualifications pursuant to the relevant law.
- After winning, the representative is responsible to direct and mediate all businesses of the joint group, while at the same time taking legal rights and responsibilities in relation to the competition.
- Participants in the Design Competition, registered as a representative or participant, shall not join any other design.
- The winner must have licenses in the fields of civil engineering, electricity, IT, firefighting, landscaping, etc. when he or she concludes a service contract, and if not, he or she must conclude a joint venture (joint implementation, separate implementation, and mixed method, 5% share or more of the minimum contract ownership for each member). In this case, the representative of a joint venture shall be deemed as the winner of this competition. Any other matters related to the contract should be complied with the 'Act on contracts to which a Local Government is a Party'.

7.2. Restrictions

- Employees or family members of the ordering agency
- Jury members (preliminary included), employees of the organization the jury members belong to or family members of the jury

- Individuals and institutions directly participating in the development of the rules and guidelines of the Design Competition
- Architect offices whose business registration is cancelled as of the last day of the registration period

8. Schedule

8.1. Schedule of the design competition

Classification	Schedule	Remarks
Announcement	Tue, Sep. 12, 2023	
Participation Registration	Tue, Sep. 12 to Fri, Oct. 06, 2023 17:00	On the official website
Onsite Meeting	Mon, Sep. 25, 2023 10:00	Online
Inquires	Mon, Sep. 25 to Fri, Sep. 29, 2023 17:00	By E-mail
Answers	Tue, Oct. 06, 2023 10:00 (estimated)	On the official website
Entry Submission	Mon, Nov. 20, 2023 17:00	in person
Technical Review	Tue, Nov. 21, 2023	
1 st Main Review	Wed, Nov. 22, 2023	
2 nd Review-Material Submission	Wed, Nov. 29, 2023 17:00	in person
2 nd Main Review	Thu, Nov. 30, 2023	
Result Announcement	Fri, Dec. 01, 2023	On the official website

[Table 01] Design Competition Schedule

- The Design Competition schedule may be changed according to the government guidelines regarding the circumstances of the Organizer and if changed, it will be posted on the official website and also notified to the representative participant by e-mail.
- All of the schedules and times of the competition are based on the Korea Standard Time (UTC+09).

9. Anonymity

9.1. Applicant PIN number

- The anonymity of the applicant shall be secured in all processes from the participation registration to the final review results, and in order to maintain anonymity, the identity of the applicant is substituted as the applicant's PIN number (hereinafter PIN number).
- The PIN number is comprised of 2 random capital letters and 5 Arabic numerals chosen by the applicant, and it is created after checking the duplicates on the website (Ex. AA12345)
- The PIN number is substituted as the assigned registration number according to the order of the entry registration during the review process.
- The writing (attachment) method of the PIN number for different submissions follows 3. Submission Guidelines.

9.2. Ensuring Anonymity

- For the fair review evaluation, the applicants are not allowed to reveal the fact that they participated in the design competition and submitted the entry, the content of the entry, and the PIN number on their social media and other means, and if violated, they will lose the participation rights in the design competition.

10. Registration

10.1. Period and Method

- When : Tue, Sep. 12 to Fri, Oct. 06, 2023, 17:00 (UTC+09)
- How : Register on the official website

10.2. Notes

- Applicants shall enter the required information (company name, representative's name, nationality, contact, e-mail, etc.) according to the participation application guide by accessing the official website. After completing the application, one can identify if the application is approved on "My Page."
- It is possible to download data related to the competition from 'My Page' after the registration is approved. The provided data cannot be used for other purposes other than the Design Competition, and one shall agree with the 'Consent to the collection and use of the provided data and personal information' by the time of the website registration.
- It is not allowed to change the representative until entry submission, but co-participants can be changed or added up to two people (excluding the representative), and the final co-participants will be confirmed through the [Form 04] Joint Application Agreement which will be submitted together with the final work.

11. Onsite Meeting

11.1. Schedule

- When : Mon, Sep. 25, 2023, 10:00 (UTC+09)
- How : Online meeting
- The onsite meeting will be carried out in Korean.

- Relevant materials and videos will be provided on the website after the onsite meeting.

12. Q&A

12.1. Receiving Inquires

- When : Mon, Sep. 25 to Fri, Sep. 29, 2023 17:00 (UTC+09)
- How : Submit by an official email after filling out [Document 01. Design Competition Written Questionnaire]

12.2. Answers

- When : Scheduled on Fri, Oct. 06, 2023 10:00 (UTC+09)
- How : Notified on the official website

12.3. Notes

- Every applicant (team) shall be given one chance to form a question.
- Answers to the questions will be posted on the website of the competition and an individual response will not be made.
- When the questions are not relevant with the guidelines of the design competition or for not using the designated template, no response will be made.
- Answers to the questions should be considered as an addition or modification to the design competition rules and guidelines and it shall have the same effect with this guideline.
- When the answers are different from the existing guideline, including the design competition guidelines, then the answers shall prevail.

13. Entry Submission

13.1. Date

- When : Mon, Nov. 20, 2023, 17:00 (UTC+09)
- How : Submit in person
- Where : Gallery 5, Gwangju Biennale Exhibition Hall(111 Biennale-ro, Yongbong-dong, Buk-gu, Gwangju, South Korea)

13.2 Entry

- Submittals (※ Refer to 3. Submission Guidelines)

Classification	Size	Qty.	Remarks
Drawing Plate for Review	A1 (594×841mm)	1 set	A1 × 4 plates
Design Descriptions	A3 (420×297mm)	15 copies	20 pages or less
USB		1 set	

[Table 02] List of Submittals

- Documentations

Classification	Submittals	Qty.	Form
1	Design Competition Proposal	1 copy	Form 02
2	Consent of the Design Competition	1 copy	Form 03
3	Joint Application Agreement	1 copy	Form 04
4	Architectural Overview	1 copy	Form 05
5	Detailed Area Table for Each Facility	1 copy	Form 06
6	Summary of Estimated Construction Cost	1 copy	Form 07
7	Summary of the Design Concept	1 copy	Form 08 (within 1 page)
8	Pre-Contact Prohibition Pledge	1 copy	Form 09
9	A Copy of an Architect License	1 copy	All applicants
10	Business registration certificate	1 copy	Representative only

[Table 03] List of documents to submit

- If the architect's license is in neither Korean nor English, the applicant shall submit a translation in Korean or English.

13.3. Notes

- The applicant can submit only one proposal, and if it is confirmed that they have submitted multiple entries, they will be disqualified.
- Entry submission is not allowed if some of the submittals or documents are omitted.
- Refer to submittal guidelines provided in Chapter 3. Submission Guidelines regarding forms and packing of submittal, and the file format and others that are not indicated in the guidelines won't be accepted.
- Modification, changing, and the supplementation of the submitted entry are not allowed.

14. Material Submission for the 2nd Main Review

14.1. Subjects and Deadline

- Who : Applicants (teams) that have passed the 1st review
- When : Wed, Nov. 29, 2023 10:00 to 17:00 (UTC+09)
- How : Submission in person
- Where : Gallery 5, Gwangju Biennale Exhibition Hall(111 Biennale-ro, Yongbong-dong, Buk-gu, Gwangju, South Korea)

14.2. Review Materials

Classifi- cation	Submission	Format	Submission method
1	Presentation material	PDF	In person
2	Model	Styrofoam or 3D printed materials	In person

[Table 04] List of materials for the 2nd review

15. Review Committee

15.1. Technical Review Committee

- The list of the technical review committee members will be posted and open to public on the Gwangju Metropolitan City website and the Architectural Administration System 'Seumteo' on the competition proposal submission deadline (November 20) in accordance with the operation standards of the Gwangju Metropolitan City public architectural design competition, mutatis mutandis.

15.2. Review Committee

- The list of judges will be posted and open to public on the Gwangju Metropolitan City website and the Architectural Administration System 'Seumteo' on the competition proposal submission deadline (November 20) in accordance with the operation standards of the Gwangju Metropolitan City public architectural design competition.

15.3. Operation of the Review Committee

- The Review Committee should be convened with participation of the jury members, the management team of the design competition (senior researcher), the preliminary(operation) and the host's officials.
- At least 2/3 of the jury members should present for the Review Committee, and if less than 2/3 jury members attend, the Review Committee is postponed.
- The chairperson shall collect the opinions of the jury members to process the review, and the review committee shall write and record the grounds for selection based on the given format.
- Preliminary judges in the operation can participate in the review committee, but cannot participate in the evaluation, and other

preliminary judges only attend and exercise their voting rights when there is a vacancy in the jury.

- Preliminary judges in the operation field can participate in the review committee, but cannot participate in the evaluation, and preliminary judges in other fields only attend and exercise their voting rights when there is a vacancy in the jury.
- The management team of the design competition and interested parties from the host shall join to support the review process. For a smooth review, they are not allowed to make any comments or actions that can affect the review results other than the review supporting the activities including answering the questions of the jury members or responding to the requests, etc.
- Matters concerning the exclusion of judges, etc. shall be governed by the Architectural Design Competition Operation Guidelines (Ministry of Land, Infrastructure and Transport Notification No. 2023-180).

16. Review Process

16.1. Review

- The review is divided into a technical, 1st main review and 2nd main review.
- In the technical review, if the entry complies with the rules of the Design Competition and guidelines or violates the related laws are reviewed and the results should be reported to the Review Committee in written form.
- The Review Committee should decide whether to include the results of the technical review in the main review. For evaluation reflection criteria, refer to [Appendix 3] Design Competition Deduction Criteria and [Appendix 4] Design Competition Evaluation Exclusion Criteria in the Gwangju Metropolitan City Public Architecture Design Competition Operation Standards.
- The 1st main review is conducted to select 5 projects that will be evaluated in the 2nd main review.
- In the 2nd main review, the participant will present for 15 minutes about his/her plan and then have 15 minutes of the Q&A session with jury members.
- A total of 3 people can participate in the presentation including one presenter and two or less assistants for answering questions (for Q&A, presentation assistant).
- Presenters and presentation assistants must be able to prove that they are either the entrant or an employee of the entrant as of the date of the announcement.(※ On the day of the 2nd main review, submit ID and proof of four major insurance policies (or proof of employment if overseas).
- The 2nd main review is based on the voting through discussion, and the detailed review method is decided by the judging committee.
- The 2nd review decides winners. The number of winning pieces is in accordance with the [17.2 Winners and Awards]. Yet, when the jury

concludes that it is not reasonable to select any winners as the entries do not fulfill the purpose of the design competition or the quality of the entries is not enough to meet the standards, they may decide not to select the winners.

16.2. Criteria of the Technical Review

- What follows are the major criteria for an evaluation in the technical review.

Classification	Key Points of the Technical Review
Violation of Relevant Law	- National Land Planning Act, Building Act, Parking Lot Act, Urban Development Act, etc. (direct, emergency stairs, evacuation distance, building line, attached parking lots, landscape areas, etc.)
Violation of the Guidelines	- Exceeding the allowable total floor area - Omission of the main rooms - Concerned of exceeding the predicted construction costs due to an excessive design - Exceeding the standard number of the sheets of the design description - Omission of the content of the drawing plate - Omission of the drawings and documents for submission
Others	- Other cases that require the review of the jury members in the main review

[Table 06] Criteria of the Technical Review

16.3. Criteria for Evaluation

- What follows are the keynotes of an evaluation during the design competition review.

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Criteria	Details
Site Plan	<ul style="list-style-type: none"> • Validity of Site Plan • Creativity and Suitability of Site Utilization and Landscape • Appropriateness of pedestrian and vehicle access
Space Layout	<ul style="list-style-type: none"> • Validity and Efficiency of Space layout • Rationality of Circulation Plan
Harmony with the Landscape and Surroundings	<ul style="list-style-type: none"> • Connection and harmony with the surrounding space and environments • Quality of the facade design and appropriate color and materials plan
Technical Plan	<ul style="list-style-type: none"> • Quality of Eco-friendly design methods • Building structure and construction methods
Others	<ul style="list-style-type: none"> • Creativity and originality of architectural idea

[Table 07] Review Keynote

16.4. Disqualification

- Participation restriction of the applicant according to 7.2.
- False statement for the qualification of the registered participants.
- Design work, imitating previously revealed another design of others or the applicant him/herself.
- Design work that may violate the anonymity rule and the fairness of the evaluation by seeking the advice of the jury members or competition organizers, or any other similar behavior.
- Disqualification of entry by the main review committee based on the technical review results.
 - ① Extreme violation of relevant laws including the Building Act, etc.
 - ② Excessive exceeding or shortage of requirements provided in the design guidelines including the building scale, total construction cost, and detailed area.
 - ③ Extreme violation of the submission document standards.
 - ④ Presence of expressions or images in the submitted documents that can specify a certain company.

17. Results and Announcement

17.1. Announcement of the Results

- The review results will be notified on the official website and Seumteo.
- The review results (statement of evaluation reasons of each jury member) will be revealed together with the names of the jury members and applicants.
- The ordering body and management team of the design competition shall not respond to the questions regarding the review results, and the applicant is not allowed to appeal to any objections about the jury member organization, review criteria, and review results. However, when the participants wish to inquire of the detailed evaluation results, they are allowed to request recordings or videos of the review process to the host or other agencies within 7 days from the review results announcement.

17.2. Winners and Awards

- Awards to the winners

Rank	Awards and Proceedings with the Design Project (Taxes and duties included)
1 st Place Winner (1 entry)	Certificate of award and the priority negotiation rights for the design development, construction document, and design implementation
2 nd Place Winner (1 entry)	A certificate of award & 40 million KRW
3 rd Place Winner (1 entry)	A certificate of award & 30 million KRW
Honorable mention (1 entry)	A certificate of award & 15 million KRW
Honorable mention (1 entry)	A certificate of award & 15 million KRW

[Table 08] Awards to the Winners

- Winners except for the 1st place winner shall claim the

compensation expenses within 15 days from the design competition results announcement date.

- For the joint applications, the compensation expenses are paid to the representative only.
- If there are 3 or fewer runner-up applicants, refer to “Design Competition Operation Guideline” regarding compensation expenses.

17.3. Invalidation

- The applicants who are relevant with the following reasons can be disqualified regardless of the review process according to the agreement among the jury members, and their entries can be invalidated through the review committee's opinion even after the following cases are found after the review.
 - ① Not following the regulations and requirements of the design competition
 - ② Ignoring the anonymity of the entry
 - ③ Revealing the submitted work before the result announcements of the final review
 - ④ The work of others or the applicant that was revealed before or a similar work
 - ⑤ False information on the submitted documents
 - ⑥ Extreme violation of the related laws so that the entry cannot be supplemented or when resulting in a great change compared to the initial entry if supplemented

18. Contract

- The host shall decide the person who submitted the winning entry as the contractor.
- Once the contractor is determined, the host shall conclude a contract within 15 days unless there are special reasons. However, the contract conclusion period may be adjusted depending on the situations of the host or project after consulting with the contractor.
- When the contract is disqualified before concluding a contract and thus the decision of the contractor is cancelled or when the contract cannot be concluded due to unavoidable reasons such as bankruptcy, etc., or when the contractor submits a waiver, the contractor can be selected from other entry according to the decision of the Review Committee. Or, another contractor may not be chosen.
- The contractor shall not sign a sub-contract for any matter of the agreement, without the prior consent of the project owner.
- The contractor shall sign an agreement on the division of work with the registered vendors in each field pursuant to the relevant laws in the field of machines, electricity, telecommunications, firefighting, etc.
- The design agreement is made, pursuant to the relevant laws and regulations, including the "Act on Contracts to Which the State is a Party." The contract is prepared in Korean and shall be complied with the terms of reference of the host.
- If a joint application is formed between a Korean architect and foreign architect, the following must be observed.
 - ① If an individual or corporate body that has foreign architect qualification forms a joint agreement with a Korean architect, one shall submit the plan for the division of labor that indicates the detailed duties of each joint participant in each work stage (schematic design, intermediate design, working design). Also, the

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agreement between the joint participants (including the share) and representatives senior system shall be submitted by the time of reach agreements on the schematic design and working design service with the host.

- ② The representative of the joint application shall be a Korean architect.
- The person who concluded an agreement (hereinafter designer) is responsible to direct the project until the completion of the building, and regarding this, the designer shall perform all the necessary works of the designer designated by the law by charging the expenses, and shall be cooperative to the business performance requested by the host such as the submission of the necessary documents, etc.
- The designer must finish the construction document within the given estimated construction cost. When the designer's plan exceeds the construction expenses provided by the design competition guidelines, the designer is responsible for changing the plan through consultation with the host.
- For conclusion and cancellation of the contract, refer to relevant law, project description, and design competition guidelines
- The host has a right to request the modification of the winning piece due to the relevant changes in the budget, policy, project plan, supplementation request by the Review Committee, etc., and the architect shall reflect the changes in the contract after discussing the appropriateness of the modification.
- When the construction cost is changed, the project cost shall be calculated based on the agreement between the host and the preferred bidder, for the changes in the period, area and programs, etc. It shall be dealt with following "the Act on Contracts with Local Authority as a Party."

19. Copyright and Publication Rights

- The entry shall be a creation and shall not violate the copyright of others. The applicant is responsible for any copyright violations, and if the entry won the prize, it may be canceled.
- The copyright of the entries lies with the participant, whom should follow the copyright law regarding matters related to the copyright such as copyright ownership, etc.
- However, the host can use the entry to the content business (archiving, work reproduction, exhibition, distribution, public transmission, secondary work preparation) and publication that do not aim for any commercial interests without extra rewards and consultation with the participant (team). The participant shall provide full cooperation to the exhibition, publication, and issuance, and the submission of the entry is regarded that the participant has agreed to the term.

20. Return of the Entry

- Winners will be exhibited for a certain period, and the participants are considered to agree with it by submitting an entry.
- The exhibition period and space will be separately announced, and the entries (drawing plate and model) will be returned to the applicant after the exhibition period.
- The applicant itself or a deputy should bring an ID or letter or attorney and visit the announced place within the designated returning period to received the submitted entry, and the applicant is responsible to make payments regarding relevant matters.
- The entries that are not returned during the returning period will be randomly disposed by the host, and the applicants shall not raise any objections regarding the host's action.

21. Other Regulations

- All the materials and information provided to the applicants for the design competition shall not be shared with a 3rd party and any use of such materials and information is not allowed, except for the purpose of the design competition.
- Changes of the materials, information and guidelines and other various kinds of notifications during the design competition period are announced to the applicants through the official website and email, and the applicants are responsible for checking the notifications. The applicants shall be responsible for not checking the announcements.
- It is advised to apply for the design competition, after thoroughly reading the notification and notices and for any disadvantages from not reading the notification, the participants shall be responsible for them.
- For any dispute on the interpretation of the guidelines of the design competition and the application procedures or for matters not stated in the rules or the guidelines, no objection can be accepted.
- No extra expenses other than the prize money from 17.2. will be provided for the submission of the entry and participation to the awards ceremony.
- Details that are not indicated in this guideline are based on "Operation Guidelines for the Design Competition" (Ministry of Land, Infrastructure and Transport announcement no. 2023-180)
- The design competition shall be held pursuant to the relevant laws and regulations of Korea and for any dispute over the competition, it shall be settled or ruled by the court of jurisdiction in the area where the host is situated.