

The Hong Kong Institute of Architects Biennale Foundation

香港建築師學會雙年展基金會

Calling for
EXHIBITORS

**“Harmony in Diversity –
Connecting the Metropolis by In-Betweens” Architecture Exhibition 2023,
Kuala Lumpur, Malaysia & Nanjing, China**



Organized by The Hong Kong Institute of Architects Biennale Foundation Company Limited (“**HKIABF**”) and partnered with The Hong Kong Institute of Architects (“**HKIA**”), the HKIA Roving Architecture Exhibition would be showcased in Kuala Lumpur, Malaysia and Nanjing, China (tentatively scheduled for July and Oct 2023 respectively), with a response exhibition in Hong Kong (tentatively in the first quarter of 2024). The HKIABF invites (termed in short as “**Invitation**”) interested Members (“**the Applicant**”) to submit proposal (“**Proposal**”) by way of application for the “Harmony in Diversity – Connecting the Metropolis by In-Betweens” (“**the Exhibition**”) and thereof participate as Exhibitor (“**Exhibitor**”).

1. THE ORGANIZER

The Hong Kong Institute of Architects Biennale Foundation Company Limited will be the organizer (“**Organizer**”) of the event. The Organizer has appointed an Organizing Committee named KL-NJ Exhibition Organizing Committee to represent HKIABF to supervise the Project. All correspondence shall be directed to the HKIA Secretariat (“**Secretariat**”).

2. PROJECT AIMS

HKIABF has the following aims for the Exhibition –

- To present an exhibition in the highest standard to reveal the unique

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characters of Hong Kong architecture and urbanism;

- To promote the creative industry of Hong Kong in an international arena; and
- To encourage architectural, cultural and intellectual dialogue between architects, scholars and public from Malaysia, China and Hong Kong;
- To celebrate Hong Kong architects' talents by displaying their works in international arena.

3. BACKGROUND OF THE EXHIBITION

Organized by HKIABF and sponsored by Create Hong Kong of the Government of the Hong Kong Special Administrative Region (“**CreateHK**”), the Exhibition explores Hong Kong’s outstanding architecture and unique urban form that celebrates the beauty of ‘in-between’ through distinctive exhibits. The exhibition is part of the exhibition series of Roving Architectural Exhibition (“**RAX**”) which provides a platform to showcase our members’ talents in an international light.

With an aim to promote architectural excellence to the world, HKIABF proposes the following project objectives of the Exhibition:

- a. Nurturing a pool of creative human capital which will form the backbone of our creative economy;
- b. Developing creative clusters in the territory to generate synergy and facilitate exchanges. The exhibition will be held in Kuala Lumpur, Malaysia and Nanjing, China, with a response exhibition in Hong Kong, and
- c. Promoting Hong Kong as Asia’s creative capital, creating professional and intellectual dialogues to facilitate cultural exchange between different cities and Hong Kong.

The Exhibition shall encourage participation of and visit by creative professionals e.g. artist, designers, architects and urban planners, and the general public in the three cities.

4. CURATORIAL STATEMENT

- 4.1 Over the last 25 years, the advancement of Hong Kong has been continuously supported by infrastructural expansion through innovations at the scale of

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‘territorial, architectural and spatial’, as advocated in the theme of ‘HKIABF Venice Biennale 2023’. The resultant utopian-type of development model celebrates density, transience and transition, with one grand objective achieved- to get space and time connected.

The development model, on the other hand, has revealed connections at different scales to emerge. The ‘in-between’ conditions that exist between layers, scales and time, could be distinguished by the notion of authority (e.g. private/ public, top-down/ bottom-up initiatives), duality (nature/ man-made, love and hate, etc), physical construct (e.g. interventions at different sizes/ layers/ scales) or psychological interpretation (e.g. subjectivity/ objectivity, sensational/ functional). They facilitate spontaneous interactions and linkages, both physically and spiritually, that stitch space, time and people up and assemble fragments in the city.

The exhibition invites Members’ imagination and interpretation of ‘in-betweens’ in Hong Kong, and create exhibits for public exhibitions in Kuala Lumpur, Nanjing and Hong Kong. The exhibition also invites experts from the three cities to response to the topic in open forums to narrate an alternative realm to understand and project infrastructural expansion in these metropolises.

It is with a faith of extreme positivism that such perpetual flight of internal expansions is conceived wherein social bonds are created and cultures are bred.

5. GENERAL ROLES AND RESPONSIBILITIES OF DIFFERENT PERSONNELS

5.1 **Curators**

Prof Paul CHU, Mr Jacky CHEUNG and Mr Kan CHAN are Curators whose duties include:

- a. Acting as project leaders of the exhibition and related matters overall;
- b. Acting as major liaison persons amongst Exhibitors, Sponsors, Venue Contractors, etc;
- c. Selecting and appointing Graphic Designer (Hong Kong-based) and Exhibition Contractor cum PR and Advertising Manager (outside Hong Kong-based);
- d. Setting up a selection panel for

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- i. appointing *Exhibitors*;
- ii. inviting and coordinating with speakers to present at Open Forums in Kuala Lumpur, Nanjing and Hong Kong.

5.2 **Selection Panel**

A selection panel consisting of HKIA President, Chairperson of the Organizer, representative of the KL-NJ Exhibition Organizing Committee, renowned architect and *Curators* would be set up to perform the following duties:

- a. Assessing quality of the candidates' exhibits in relation to the exhibition theme and Curatorial statement;
- b. Attending *Exhibitors'* interview session to select *Exhibitors* for the exhibition.

The decision of the selection Panel would be final.

5.3 **Invited Exhibitors and Invited Projects**

The exhibition would showcase exhibits from Invited Exhibitors, including but not limited to Architectural Services Department (ArchSD), Housing Department (HD), Mass Transit Railways Cooperation (MTRC) and Urban Renewal Authority (URA)'s works. The list of the Invited Exhibitors would be adjusted as necessary.

5.4 **Exhibitors**

Exhibitors' roles are:

- a. Proposing, producing, transporting and installing the exhibition piece(s) which respond to the theme of the exhibition;
- b. Coordinating with the Curators and Exhibition Contractor cum PR and Advertising Manager (outside Hong Kong-based) for the setup and other logistics of the exhibition;
- c. Attending the opening ceremony of the exhibitions in the three cities.
- d. Area for each Exhibitor shall be a space of about 1.2m x 1.2m on plan. Panels, posters, interactive media would be contained within. Each stand, should it needed, could be 0.56m x 0.56m measured on plan for display of models, art pieces, etc.

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(Note 1: Exhibitors will be transporting and installing the exhibits on site. To save logistics arrangement and local taxation requirement otherwise, Exhibitors may consider transporting the exhibits by hand-carry luggage themselves)

(Note 2: the Exhibitors are to arrange the transport logistics both outside and inside Hong Kong. The exhibits will be removed and cleared by the local Exhibition Contractor after the exhibitions otherwise.)

5.5 **Graphic Designer (Hong Kong-based)**

Graphic Designer is to be selected by *the Curators* and recruited by HKIABF for:

- a. Creating graphics for publicity materials (including exhibition booklet, poster, pamphlets, flyers, cards, website and Facebook hosting, etc);
- b. Printing and production of event booklet, leaflets and posters.

5.6 **Exhibition Contractor and PR, Communication and Event Organizer (outside Hong Kong-based)**

Exhibition Contractor and PR, Communication and Event Organizer (outside Hong Kong-based) is to be selected by *the Curators* and recruited by HKIABF. Their general duties are:

- a. Serving as a local exhibition contractor and coordinator for the Exhibitions, which are city-specific;
- b. Responsible for the exhibition set-up, all necessary logistics arrangements in the corresponding city, on-site supervision and liaison with relevant parties;
- c. Serving as PR, Communication and Event Organizer in connection with the Exhibitions.

Their works are to be coordinated and supervised by the Curators.

5.7 **Speakers of Open Forums (Hong Kong, China and overseas Architects/ Professionals)**

The speakers are to be appointed to perform the following:

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- a. Attending and presenting physically at the open forum(s) during the exhibition period;
- b. Joining the roundtable discussion after the forums.

Topics of the open forum(s) and discussion are to be confirmed.

6. EXHIBITION VENUES AND PROGRAMME

6.1 The tentative schedule and venue are as below:

Kuala Lumpur Exhibition

Date : 22 Jul 2023 (Sat) - 7 Aug 2023 (Mon)
Opening Ceremony : 22 Jul 2023 (Sat)
Venue : Rumah Tangsi, KL

Nanjing Exhibition

Date : 21 Oct 2023 (Sat) – 6 Nov 2023 (Mon)
Opening Ceremony : 21 Oct 2023 (Sat)
Venue : Venue in Nanjing is to be confirmed

Hong Kong Exhibition

Date : 1st Quarter, 2024
Opening Ceremony : 1st Quarter, 2024
Venue : Venue in Hong Kong is to be confirmed

6.2 Exhibition and Events include:

- a. Creative works of Hong Kong Architects;
- b. 2 forums that involve Architects from Hong Kong and other cities to present, discuss, appreciate and reveal the theme of the exhibition.

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6.3 The tentative programme of the Exhibition is as follows-

Period		Milestones
From (dd/mm/yyyy)	To (dd/mm/yyyy)	
06/03/2023	20/03/2023	Open Call of Exhibitors
09/03/2023	09/03/2023	Briefing Session to Exhibitors (physical and on-line)
23/03/2023	23/03/2023	Deadline of Submission of Exhibition Proposal
27/03/2023	11/04/2023	Presentation/ Interview of Exhibitors; Evaluation/ Selection of Exhibitors by the Selection Panel
11/04/2023	Mid Apr 2023	Confirmation of Exhibitors/ Kick-off meeting; 1 st Exhibitor Fee Payment (20%)
Early May 2023	Early May 2023	Interim Presentation/ Report of progress by Exhibitors; 2 nd Exhibitor Fee Payment (30%)
Early Jun 2023	Early Jun 2023	Final Presentation/ Report of progress by Exhibitors; 3 rd Exhibitor Fee Payment (30%)
Early Jun 2023	Mid Jul 2023	Production of Exhibits by Exhibitors
16/07/2023	21/07/2023	Venue Set-up at KL Venue; Exhibitors to transport and install their exhibits on site
22/07/2023	23/07/2023	Opening Ceremony of KL Exhibition; Sponsor representatives, HKIABF and HKIA delegates, Exhibitors to attend; Forum/ Seminar at KL Exhibition
22/07/2023	07/08/2023	KL Exhibition Period
07/08/2023	07/08/2023	Dismantle; Exhibitors to uninstall and transport their exhibits back to HK as necessary
Early Sept 2023	Early Sept 2023	Report of progress by Exhibitors; Final Exhibitor Fee Payment (20%)
17/10/2023	20/10/2023	Venue Set-up at NJ Venue; Exhibitors to transport and install their exhibits on site
21/10/2023	22/10/2023	Opening Ceremony of NJ Exhibition; Sponsor representatives, HKIABF and HKIA delegates, Exhibitors to attend;

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Period		Milestones
From (dd/mm/yyyy)	To (dd/mm/yyyy)	
		Forum/ Seminar at NJ Exhibition
21/10/2023	06/11/2023	NJ Exhibition Period
06/11/2023	06/11/2023	Dismantle; Exhibitors to uninstall and transport their exhibits back to HK as necessary
Q1 2024	Q1 2024	HKIA RAX Exhibition 23/24 in HK: Exhibitors to transport and install their exhibits on site; Opening Ceremony of HK Exhibition; Sponsor representatives, HKIABF and HKIA delegates, Exhibitors to attend; Forum/ Seminar at HK Exhibition; Dismantle; Exhibitors to uninstall and take back their exhibits as necessary

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7. ELIGIBILITY AND FORMAT OF EXHIBITS

7.1 *Exhibitors* can submit the proposal as individual or team. For the former, he/ she must be a HKIA Member*; for the latter, at least one member of the team must be a HKIA Member*;

**“Member” includes Fellow, Full Member, Associate Member, Affiliated Member, Graduate Member and Student Member.*

7.2 Each Member, may he/ she be submitting the proposal as an individual or team, can submit one proposal only;

7.3 In case of team work, team members’ names of the corresponding exhibit should be appropriately indicated;

7.4 The proposed exhibit(s) could be representations by means of panels, models, artwork, video, etc.

8. FEES

8.1 **Exhibitors**

Each *Exhibitor/ Team* would be sponsored a lump sum fee HK\$70,000 for the airfare, accommodation, production of the exhibit, and all other expenses incurred for the exhibitions to execute all the duties listed in 5.4. Please refer to the **6.3 tentative programme** for payment schedule.

9. BASIC INFORMATION OF EXHIBITION VENUE

9.1 General information of the Exhibition Venue in Kuala Lumpur, Malaysia is attached in Appendix A for participants’ reference. Venue information of Nanjing and Hong Kong would be supplied upon confirmation of the venues.

10. SUBMISSION OF PROPOSALS

10.1 Applicants should submit the proposal by the deadline stipulated in 10.2. The Proposal should be presented in English and includes the following:

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	ITEMS	SUBMISSION FORMAT
1	Exhibition title and Exhibition statement	300 words max.
2	Personal info/ Contact / Curriculum vitae of the Exhibitors	Table form
3	Images of the Exhibits with captions, photography credit and copyright forms	300dpi
4	Outline Budget (for reference only)	Table form
	Format of submission:	PDF consisting maximum 8 slides, all in A3 landscape format

- 10.2 Exhibitors' Proposals shall reach HKIA Secretariat by email with the subject name "Call for Exhibitor for the KL-NJ Exhibitions" to kentsang@hkia.org.hk on or before: 5:00pm 23 March 2023 (Hong Kong Time) ("Deadline"). HKIABF does not accept any supplementary information of the Proposal (except upon request by HKIABF) submitted after the submission deadline. Late submissions will not be considered.
- 10.3 The tentative presentation and interview session is scheduled between 27 Mar to 11 Apr 2023 at HKIA Premises (19/F, One Hysan Avenue, Causeway Bay, Hong Kong). Result of selected proposals will be announced by 11 Apr 2023. Invited and selected *Exhibitors* would be invited to share their ideas and progress in April, May and June, along or after when the works would be progressed to production by the *Exhibitors*. All works should be completed and installed before the opening ceremony of the three exhibitions.
- 10.4 A **Briefing cum Q&A Session (both by face-to-face and Zoom)** is tentatively scheduled for 9 Mar 2023 at 7:00pm at HKIA premises. We will post the details of the Briefing Session onto What's On at HKIA's website (www.hkia.net) after then.
- 10.5 Any provision in any Application which does not fully meet and comply with the conditions of this Invitation shall be void and at no effect.
- 10.6 Through responding to this Invitation by submitting any Application and Proposal, Applicants shall be bound exclusively in all respects by the terms and conditions in this Invitation.

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11. ASSESSMENT, SELECTION PROCEDURES AND CRITERIA

11.1 The Selection Panel members, on behalf of HKIABF shall assess all Proposals submitted in due good order. The Selection Panel's decision shall be final and shall not be open to query or dispute by any Applicant.

11.2 The selection criteria are as follows:

- a. Whether the Proposal fulfills the Exhibition Aims;
- b. Whether the Proposal is unique and innovative, representing Hong Kong and relevant to the theme of the Exhibition;
- c. Feasibility (technical and financial) of the Proposal;
- d. The quality and merit of the Exhibits and the ability of the Exhibitors to complete the Exhibits;
- e. Over budget proposal will not be considered. Exhibitors are responsible for the control of actual expenditure within the prescribed budget stated therein. Any over-expenditure on proposed exhibits must be borne by the Exhibitors.
- f. The person(s) whose proposal is selected shall sign on a form to indicate their understanding and agreement of the proposed fee.

11.3 The Selection Panel reserves the right to set assessment criteria additional to those above which the Panel determines to be objective and do not contradict existing ones to facilitate the processing of applications; review of such additional objective criteria will not be accepted.

11.4 HKIABF reserves the right not to accept/ consider Proposals that fail to meet the above criteria.

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12. NOTIFICATION OF RESULTS AND SIGNING OF AGREEMENT

- 12.1 HKIABF has scheduled to announce the result of Applications by 11 Apr 2023 tentatively upon completion of selection procedures.
- 12.2 HKIABF shall determine the details of the Project and the related obligations of the successful Applicant and the budget and will sign an agreement ("the Agreement") with the successful Applicant. The successful Applicant must submit a revised proposal/budget, if so required by HKIABF before the signing of the Agreement.
- 12.3 If the Applicants in the Project are employees of any office, the participants must submit an approval letter from the office indicating the office's approval of her employees to participate in the Project on a personal basis before the signing of the Agreement.
- 12.4 HKIABF reserves the absolute right to reject and disqualify any Applicant if it thinks fit.
- 12.5 HKIABF reserves the absolute right to cancel the Project arrangement of any Applicant if it thinks fit.
- 12.6 HKIABF shall not be liable to compensate any rejected, disqualified or unsuccessful applicant and any cancelled exhibition Proposal of the successful Applicant.
- 12.7 HKIABF shall have the right to take photos, keep records and to reproduce any entry submissions of the successful Applicant and for documentation, exhibition, educational or publicity purposes.
- 12.8 In making the Application, each Applicant warrants that the Applicant is in possession of the intellectual property rights of the proposal and has full right to possess, deal with and dispose of them free from all encumbrances.
- 12.9 The Applicant shall undertake full responsibility for the Proposal and shall indemnify HKIA and HKIABF for any loss that may arise from any breach of these conditions, of the Application and of the Agreement.
- 12.10 Upon successful application, the Applicant shall enter into a contract with HKIABF.

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13. HANDLING OF PERSONAL DATA

- 13.1 According to Paragraph 2.3.3 of the Code of Practice on Identity Card Number and Other Personal Identifiers published by the Privacy Commissioner for Personal Data (“the Code”), HKIABF may collect the ID card number of the grantee/ authorized signatory if the grantee is an organization to verify the grantee’s identity and to identify grants related to the grantee.
- 13.2 Personal data contained in the Application documents are used by to facilitate the processing and assessment of Proposals. Failure to provide such data will obstruct and prevent the assessment and result of the Application.
- 13.3 If there is any amendment to the personal data on the Application documents, the Applicant shall inform HKIABF in writing to ensure the accuracy of personal data held by HKIABF at all times. HKIABF and HKIA may publish information concerning successful Project Applications in its Annual Report, Website, Newsletter and other publicity material; HKIABF and HKIA may also use such information for its own research or policy development purposes. The Applicant shall allow HKIABF and HKIA to publish and use such information and is required to notify HKIABF and HKIA in writing when submitting the Application if the Applicant does not want to receive any publicity materials from HKIABF and HKIA or related organizations.
- 13.4 To facilitate the assessment of Proposal, the Applicant shall allow HKIABF reveal personal data contained in the Application to HKIA Council Members, Organizing Committee members, Create Hong Kong, other Government departments and external consultants for reference.
- 13.5 The Project will be assessed at any time by HKIA Council Members, Organizing Committee members, or consultants in the entire discretion of HKIABF. The Applicant accepts that the contents of the assessment will be revealed to the public.

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14. COPYRIGHT

- 14.1 To facilitate the assessment of the Applications for the Project, the Applicant agrees to authorize HKIABF and HKIA to duplicate and distribute Application documents to HKIA Council Members, Organizing Committee members, Create Hong Kong, other Government departments, external consultants and other persons involved in the assessment of the Applications for reference.
- 14.2 If the Application documents submitted by the Applicant contain material (including any written, verbal, graphic/ image production or other format), of which the copyright belongs to other parties/ organizations, it is the Applicant's responsibility to obtain prior written consent from the copyright owner for its use and to enable HKIABF and HKIA to carry out the aforementioned assessment.
- 14.3 If the contents of the Application incorporate the duplication, distribution or publishing of works and materials, etc. (including any written, verbal, graphic/ image production or other format), of which the copyright belongs to other parties/ organizations, it is the Applicant's responsibility to obtain prior written consent from the copyright owner to ensure that the project can be implemented successfully.
- 14.4 The Applicant must ensure that HKIA and HKIABF will not violate the "Intellectual Property (Miscellaneous Amendments) Ordinance" or other relevant ordinances due to the receipt, examination, possession, processing or archiving of Application documents submitted by the Applicant. If the failure of the Applicant to comply with this requirement causes HKIABF and HKIA to violate any copyright law, the Applicant shall compensate HKIABF and HKIA fully for any loss so caused.
- 14.5 The selected Applicant shall obtain prior consent from the Exhibitors and grant HKIABF and HKIA a royalty free and irrevocable license exercisable at any time by HKIABF and HKIA in its entire discretion to reproduce, upload, store and post all the materials produced in association with the Project, in any format, and partly or wholly, on media channels, including but not limited to publication, website, promotional activities, new media platform etc. owned or managed by HKIABF and HKIA or in non-commercial promotion activities.
- 14.6 HKIABF and HKIA reserve the right to show excerpts from the Project (and the video documentation of the Project) at events organized by HKIA for promotional purposes. HKIABF and HKIA reserve the right to show the full version of the production at academic or not-for-profit events (such as arts festivals, etc.), the nature of which to be determined entirely by HKIABF and HKIA.

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- 14.7 HKIABF and HKIA are not responsible for any copyright dispute that might arise between the successful Applicant, the selected Exhibitors, the cross-media collaborators and other third parties.

15. THE PREVENTION OF BRIBERY ORDINANCE

- 15.1 The Hong Kong Institute of Architects is a “public body” under the Prevention of Bribery Ordinance Cap 201. All members and staff of Hong Kong Institute of Architects must abide by the regulations related to the acceptance of advantages.
- 15.2 Under Chapter 201 Section 4 of the Prevention of Bribery Ordinance, the offering of advantage to, or the soliciting or acceptance of any advantages from any Institute's staff is strictly prohibited. Applicants should be aware of, and abide by, all applicable the regulations in their regard.

16. ENQUIRIES

- 17.1 The Applicant should visit regularly HKIA website at www.hkia.net for updates and further announcement during the course of this Invitation.
- 17.2 For general administrative enquiries, please contact
HKIA Secretariat Mr. Ken TSANG
Email: kentsang@hkia.org.hk
Tel.: 2511 6323

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