

**MOLIT Public Notice No. 2021-237**

**「K-City Network 2021」**

Following the Article 30 of the Act on the Promotion of Smart City Development and Industry, the Ministry of Land, Infrastructure and Transport of the Republic of Korea (MOLIT) hereby releases this public notice on *selection of “**Solution Demonstration Project**” to be implemented under the **K-City Network: Global Cooperation Program 2021**.*

February 18, 2021

Minister of Land, Infrastructure and Transport

**Request for Application  
for  
K-City Network 2021 – Solution Demonstration Project**

**1 Project Overview**

**1.1 (Project Name) K-City Network 2021 - Solution Demonstration Project**

**1.2 (Project Description)** This project will render support for demonstration projects in order to roll out or expand **Korean smart city solutions** in cities overseas that seek to adopt a smart city approach.

**1.3 (Purpose)** This program aims to apply and demonstrate Korean smart city technologies in cities overseas to **build a platform to promote and spread superior solutions overseas** and **create an opportunity for global cooperation projects**.

## 2 Application and Target Projects

- 2.1 (Eligible Applicants) Korean organizations or corporations** seeking to access the international market with their own smart solution developed and demonstrated in Korea (consortium with a local institution from a candidate city is required)
- 2.2 (Candidate Cities)** Cities overseas that are **suitable for demonstrating** smart city solutions developed in Korea and **willing to integrate Korean smart city technologies**
- 2.3 (Eligible Solutions) Smart city solutions** developed and integrated in Korea and aimed at demonstration overseas (services, platforms, or systems either as a standalone solution or as a package)
- 2.4 (Scale of Support) Up to four hundred (400) to six hundred (600) million Korean won** per project, for **up to three (3) projects**.
- 2.5 (Follow-up Support)** After completion of this Project, outstanding projects will be granted follow-up support through such as a **joint international program**, including matching funds to further expand the relevant solutions and upgrade the technologies.

## 3 How to Apply

- 3.1** The applications must be submitted to the K-City Network Solution Program Secretariat (Korea Agency for Infrastructure Technology Advancement (“KAIA”)) **by 6 p.m. on Tuesday April 20, 2021**, Korea Standard Time (KST) by post or by a person.

### < Required Documents and Contact Information >

- |   |  |
|---|--|
| ①   | One (1) copy of the official cover letter and one (1) set of the whole application documents (signed or sealed by the representative of the Lead Organization) |
| ②   | Twenty (20) copies of Project Plan   |
| ③   | The electronic version of the whole application documents carried via USB  |
| <ul style="list-style-type: none"> <li>▪ <b>(contacts)</b> the K-City Network Solution Program Secretariat (KAIA)<br/><a href="mailto:kcitysolution@kaia.re.kr">kcitysolution@kaia.re.kr</a>, +82-02-798-9725</li> <li>▪ <b>(Address)</b> 6<sup>th</sup> Floor B-dong, 25 Hangang-daero 30 gil, Yongsan-gu, Seoul, Korea 04386</li> </ul> |  |

※ Applications received after the deadline of submission will not be accepted.

## **4 Selection Process and Criteria**

: Please refer to the proposal guidelines in the Appendix

## **5 To Note**

**5.1** Any false or misleading statements in the application or fabrication of evidence may result in revocation of selection.

**5.2** Submitted documents during the application period will not be returned.

**5.3** The applicants will be solely responsible for any disadvantage arising from any errors or omissions in the submitted documents or unavailability.

**5.4** The interpretation rendered by the Evaluation Committee shall prevail to the extent of any question arising in relation to the interpretation of the Request for Applications.

**5.5** Korean shall be the prevailing language in the event of the Korean guidelines being found to be inconsistent with the English ones.

**5.6** For further details, please contact (phone) 02-798-9725 (+82-2-798-9725) / (email) [kcitysolution@kaia.re.kr](mailto:kcitysolution@kaia.re.kr)

[Appendix]

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**Proposal Guidelines**  
**for**  
**K-City Network 2021**  
**Solution Demonstration Project**

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**February 2021**

***Urban Policy Division***



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## K-City Network - Solution Program Overview

### 1 K-City Network Program Overview

**1.1 (Concept)** K-City Network is a global cooperation program that **offers packaged support**, including **identification and development of a Korean smart city project** and **technology transfer** for cities overseas, on the basis of **inter-governmental cooperation**.

**1.2 (Progress)** Master planning and feasibility studies have been underway for 12 cities in 11 countries through K-City Network's international open call since 2020 <sup>(1)</sup> six (6) urban development projects, <sup>(2)</sup> six (6) solution projects).

### 2 How to Proceed with K-City Network - Solution Program

**2.1 (Purpose)** This program is intended to share smart city experiences with cities outside Korea willing to adopt Korean-style smart city development and support outstanding **smart city solutions** developed by Korean businesses to **access international markets**

**2.2 (Description)** The program supports <sup>1)</sup> **Solution Planning Projects** to set up smart city services, systems, and platforms, and <sup>2)</sup> **Solution Demonstration Projects**, which apply superb solutions used in Korea to the existing infrastructure of cities overseas.

**<Plan for K-City Network 2021 - Solution Program>**

	<b>Solution Planning Project</b>	<b>Solution Demonstration Project</b>
<b>Target Project</b>	smart city solutions projects (services, platforms, or systems)	Oversea demonstration project of domestically commercialized smart city solutions
<b>Scope of Support</b>	concept design, master plan, feasibility study etc.	pilot operation & validation
<b>Scale of Support</b>	Approximately KRW 200 – 300 mil. per project / For up to 4 projects	Approximately KRW 400 – 600 mil. per project / For up to 3 projects
<b>Applicants</b>	Central governments and local authorities overseas	Korean organizations and businesses (must include an international partner in the consortium)
<b>Project Period</b>	Up to 10 months	Up to 11 months

2.3 (Support Details) The program consists of support for **field research, application of technologies, and demonstration** for Korean-style smart city solutions in cities overseas and extends support for activities aimed at demonstration such as **technology deployment and distribution as well as the selection of test sites.**

### 3 Definitions

- (Smart Solution) Smart solutions refer to **technologies to provide services\*** and **related platforms\*\* or systems\*\*\*** in the areas of transportation, energy, environment, security, urban administration, etc.

\*(Services) Applications designed for the benefit of citizen convenience and administrative efficiency (e.g. smart parking services)

\*\* (Platform) Combination of the software to collect, store and transfer data with the server to deal with such process (e.g. video monitoring platform)

\*\*\* (System) A set of various sensors, devices and physical infrastructure installed on the basis of data platform to carry out specific functions (e.g. transportation card system)

#### <Examples of Smart City Solutions>

Field	Solution	Details
Transportation	Smart crosswalk	Smart crosswalk provides accident-related information to pedestrians and drivers and controls traffic signal timing
	Demand responsive transport	This service adjusts the allocation and routes of public transit upon the request of the users.
	Shared smart parking	This parking service allows the sharing and linking of individual parking spaces by making private car parks available and sharing parking information.
Security and safety	Smart Pole	Light poles that incorporate CCTV cameras, and various sensors as part of integrated IoT solutions for smart city services
	Intelligent CCTV	Intelligent CCTV extends services such as urban surveillance monitoring based on intelligent video analysis, behavioral analysis, and metadata.
	Extensive disaster surveillance system	This service captures a city's status at a glance with high-resolution CCTVs installed in skyscrapers and landmarks and helps respond to a disaster.



Field	Solution	Details
Environment	Fine Dust monitoring network	This service monitors and collects the PM level data in the downtown area using IoT technologies and provides the information to citizens.
	Smart bus stop	Bus stop with advanced technologies, which offers a waiting space for people in response to abnormal climate changes such as a heatwave, severe cold, and fine dust
	Ecosystem monitoring	This service monitors ecological areas by measuring vital levels, disease, and insect pests and analyzing the spatial distribution of landscape plants using IoT technologies.

- **(Solution Program)** Solution Program formulates a plan to develop and operate a standalone or packaged solution\* to address urban issues in fields such as transportation, energy, and the environment in cities overseas.

\*Packaged solution refers to the combination of different types of services, platforms linked to various services and interconnected multiple systems.

- **(Solution Demonstration Project)** Solution Demonstration Project **installs smart city technologies and equipment in cities overseas** and **verifies the overall technologies and services** of a smart city solution, which has already proven its effectiveness or been commercialized in and outside Korea.



## **1 Eligible Applicants**

**1.1 (Eligible Applicants) Korean organizations or corporations** seeking to access the international market with their own smart solution developed and demonstrated in Korea (consortium with a local institution from a candidate city is required)

- The Lead Organization of the Consortium shall be a **Korean organization or corporation**, which <sup>①</sup> has demonstration experience overseas, or <sup>②</sup> is **preparing for a demonstration outside Korea**, and is required to form a **consortium with an international partner organization**.
- **An international partner organization** shall be an organization that carries out the demonstration on the ground (e.g., government, public organization, university) and submits the Letter of Intent or the Memorandum of Understanding.

**1.2 (Candidate City) Cities overseas**, which have **preliminary feasibility study** or **Concept Paper\*** ready to **demonstrate** Korean-developed smart city solutions or **are willing to integrate Korean smart city technologies**.

- \* A report that shows the concept and design reviewed or prepared by the overseas city concerned in relation to implementing a smart city solution.

**1.3 (Eligible Solution) Smart city solutions** developed and integrated in Korea and aimed at international demonstration (services, platforms, or systems either as standalone solutions or as a package)

- Smart city solutions, which contribute to ensuring citizens' quality of life and efficient urban management in various aspects of urban life such as transportation, energy, environment, security, and urban administration

## 2 Project Size

### 2.1 (Scale of Support) Approximately KRW 400 – 600 million per project for three (3) projects

- Corporate matching funds from Korean companies or international financing from the candidate country will be allowed, and **additional points** will be given for such cases according to the **size of the matching funds** (please refer to III. Evaluation Process and Selection Criteria).

\* Both the number of projects and the size of the support are subject to change according to the Korean government budget or selection results.

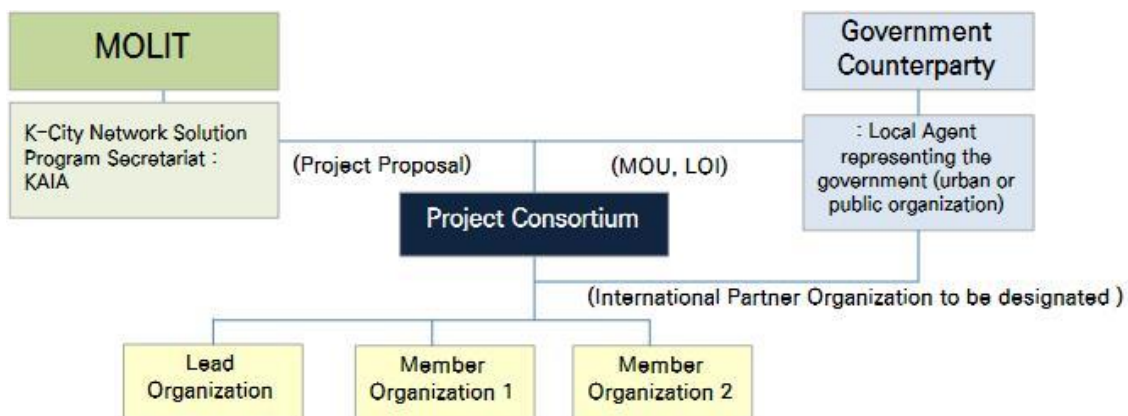
### 2.2 (Project Implementation Period) Up to eleven (11) months from the start of the project (330 days in total)

### 2.3 (Follow-up support) Outstanding demonstration projects will be granted follow-up support through such as a **joint international program**, including matching funds to further expand the relevant solutions and upgrade the technologies.

## 3 Project Details

### 3.1 (Scope of Work) Selection of testbed, **field research, and technology application and demonstration** in cities overseas for Korean smart city solutions.

### 3.2 (Project Consortium) A Project Consortium is the party that implements a smart city solution project in which an **international partner organization** and a **Korean organization** participate under the Lead Organization's responsibility.

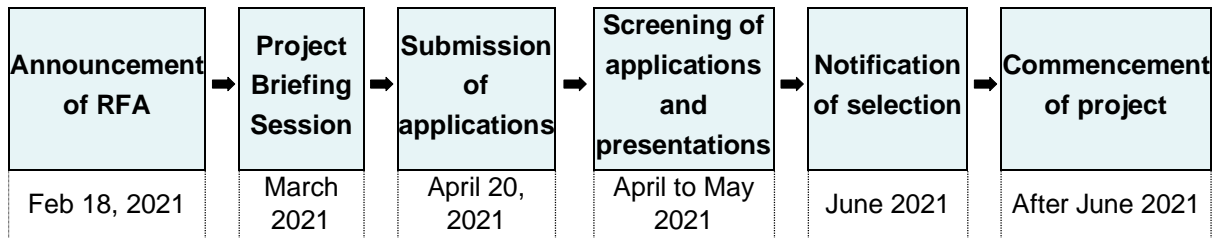


\* The above shows a sample structure to pursue the project that may vary upon the proposal.

**3.3 (Project Expenses) Direct expenses and other expenses to be incurred for demonstration, including system deployment, equipment development and transportation, and cooperation with an international organization will be covered.**

- If the project expenses are to be matched by a corporation, the matching portion shall be included in the total project budget, and the **indirect expenses** for each participating organization shall be **no higher than 10%** of the total project budget.

#### 4 Process and Timeline (plan)



\* The timeline may be subject to change over the course of the program.

\*\* The intention of the candidate country to pursue the project will be verified before or after the evaluation of presentation. Any significant fault or defect found or judged by the K-City Network Solution Program Secretariat (KAIA) may cause the revocation of selection.

## 1 Evaluation Process

**1.1 The K-City Network Solution Program Secretariat (Korea Agency for Infrastructure Technology Advancement, hereinafter called 'KAIA') will run the evaluation process and be responsible for organizing the Evaluation Committee, providing the evaluation guidelines, and notifying the applicants of the evaluation results.**

- The Evaluation Committee members shall be smart city **experts from industry, academia, and research institutions** (their identities shall not be disclosed). The size of the Committee shall be around **five (5) members for the written evaluation** and about **nine (9) members for the presentations**.

\* Any interested party of the applicant cannot serve as an Evaluation Committee member.

\*\* Two (2) or more Committee members who participate in the written evaluation shall take part in the evaluation of presentations.

**1.2 The evaluation is made of the preliminary review, written evaluation, and evaluation of presentations. The Evaluation Committee will select three (3) projects through written evaluation and presentations.**

**A. (Preliminary Review) Preliminary review** (by the K-City Network Solution Program Secretariat) will longlist applicants to move to the next round, focusing on the **robustness of the submitted materials** and any **omissions of required documents**.

\* Any applicant, who fails to submit the participation commitment by an international partner organization in the consortium, will be dropped from the evaluation process.

**B. (Written Evaluation)** The Written Evaluation Committee will shortlist up to nine (9) projects or **three times the number of final winners** through written evaluation.

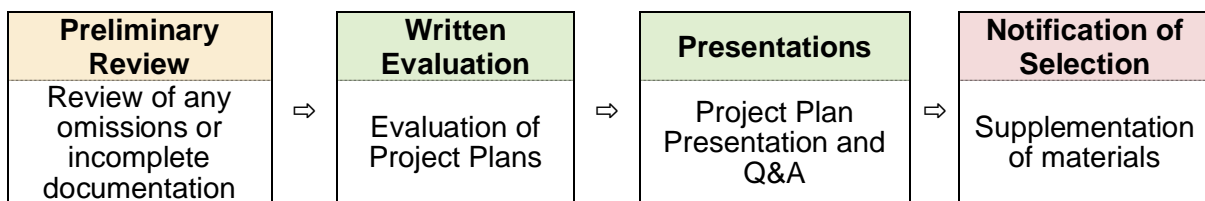
\* The evaluation process of presentations will be informed by the K-City Network Solution Program Secretariat (KAIA) in more detail.

**C. (Presentations) Oral presentation** using PowerPoint Presentation\*. **Three (3) applicants** will be selected according to the total score, based on the additional points per the evaluation criteria added to the average score, excluding the highest and the lowest scores. \* Presentation shall be given by the Project Lead.

\*\* At least one person from each consortium member organization shall be present at the presentation. Given the pandemic-induced circumstances, a representative from an international partner organization is to join the presentation virtually and address questions from the Committee members.

\*\*\* Written evaluation results will not be considered in evaluating oral presentations. Applicants who receive less than 60 out of 100 points in the evaluation will not qualify for the next round.

**D. (Notification of Selection)** Those selected through the evaluation of presentations will be **notified of their selection** and, if needed, will be **asked to revise or supplement** submitted materials.



## 2 Selection Criteria

### 2.1 Written Evaluation (out of 100 points)

Description	Items	Allocated points	Considerations
Quantitative evaluation (10)	Project Track Record	5	- Number of overseas projects over the past ten years and domestic projects over the past five years (Applied to Lead Organization only)
	Financial structure and financial status	5	- Credit rating (Applied to Lead Organization only)
Qualitative evaluation (90)	Background of and need for the project	15	- Background of and need for demonstration project - How desirable the direction for the project is - Whether the project can be progressed as part of other existing demonstration projects
	Feasibility of the project	20	- Analysis of the trend and site condition of the candidate country - How to connect the smart city policy of the candidate country and the project - How cooperative the candidate country is regarding the demonstration of the solution - Consortium's competency to carry out the project
	Robustness of the solution demonstration plan	25	- Environmental analysis of the target site and the scope of demonstration - Goals and implementation strategy of the project - Details of the smart city solution - Scenarios and action plans for the field demonstration - Timeline for the field demonstration project
	Viability of project management plan	10	- Project management plan - How to operate the project after the demonstration - How to ensure cooperation among stakeholders
	Sound budgeting	10	- How to secure project funding and reasonable allocation of resources - Efficient budget execution plan
	Expansion and expected benefits of the project	10	- Expected benefits of the project and technological cooperation plan going forward - Additional suggestions based on the demonstration outcome



※ Quantitative Evaluation Criteria

Evaluation items (allocated points)	Evaluation Criteria							
<b>Track record of the applicant (5)</b>	•Number of smart city projects outside Korea over the past ten years (Applied to Lead Organization only) *Applied to projects with project costs of KRW 100 million or more							
	5 or more		2 to 4		1			
	2		1		0.5			
	•Number of smart city projects in Korea over the past five years (Applied to Lead Organization only) *Applied to projects with project costs of KRW 50 million won or more							
	5 or more		2 to 4		1			
	3		2		1			
	*Documents List for the project track record							
	Client		Required documents		Remarks			
	Domicile	Description						
	Korea	Public sector	Certificate of Service Rendered issued by the client					
Private sector		① Certificate of Service Rendered issued by the client ② Contract and tax invoice						
Overseas	Public sector	Certificate of Service Rendered issued by the client		To be notarized				
	Private sector	① Certificate of Service Rendered issued by the client ② Contract and tax invoice		To be notarized				
<b>Financial structure and financial status (5)</b>	Description		A	B	C	D	E	
	Credit rating	Corporate Bond	A- or higher	Below A- BBB- or above	Below BBB- Above BB-	Below BB- above B-	CCC+ or below	
		Commercial paper	A2- or higher	Below A2- A3- or above	Below A3- B0 or above	B-	C or below	
		Corporate credit rating	A or higher	Below A- BBB- or above	Below BBB- BB- or above	Below BB- B- or above	CCC+ or below	
	Points for each rating		5	4	3	2	1	

## 2.2 Presentation (out of 100 points)

\* An additional document concerning the oral presentation shall be **submitted in the PowerPoint presentation format**. The oral presentation shall be prepared to proceed for about 20 minutes.

\*\* The evaluation process of presentations will be informed by the K-City Network Solution Program Secretariat (KAIA) in more detail.

Evaluation items	Allocated points	Considerations
<b>Appropriate conditions to pursue the project</b>	20	<ul style="list-style-type: none"> <li>- Smart city policy and technological environment of the candidate country</li> <li>- Cooperation with the candidate city for the solution demonstration</li> <li>- The direction of the solution and its viability</li> <li>- The competency of the consortium</li> </ul>
<b>Excellence of the project implementation plan</b>	30	<ul style="list-style-type: none"> <li>- Clear definition of the demonstration scope within the target site</li> <li>- Robust project goals and implementation strategy</li> <li>- Uniqueness of the content of the smart city solution</li> <li>- Specified implementation plan for the field demonstration</li> <li>- Practicability of the implementation plan for the field demonstration project</li> <li>- Specific plan on the project when progressed as part of other existing demonstration projects</li> </ul>
<b>Reliability and efficiency of project management</b>	20	<ul style="list-style-type: none"> <li>- Concrete project management plan</li> <li>- Efficient project implementation system</li> <li>- Possible cooperation from the stakeholders and the candidate country</li> <li>- Viability of the on-site demonstration project</li> </ul>
<b>Competency of Project Lead and Plausibility of Dissemination</b>	10	<ul style="list-style-type: none"> <li>- Competency and leadership of the Project Lead</li> <li>- Probability of the plan to further develop and spread the project after its completion</li> </ul>
<b>Financial conditions and willingness of candidate country</b>	20	<ul style="list-style-type: none"> <li>- Level of details on the project plan established by the candidate country and its willingness to pursue the project (For the application of pilot operation, detailed plan for the main project)</li> <li>- Matching funds from the candidate country and its willingness to secure project expenses</li> </ul>



### 3 Criteria for Additional Points

#### 3.1 Items for additional points

Items	Considerations	Allocated points														
① <b>Type of consortium</b>	To encourage the joint entry of various types of corporations into the international market, a consortium composed of large companies and SMEs will receive additional points.	2														
② <b>Participation in a domestic smart city project as a lead or member organization</b>	If the Lead Organization participated in a smart city project in Korea (a government-sponsored project such as Smart Challenge Program, city-driven smart city project, or R&D-linked demonstration project) (certificate of participation to be verified) - One (1) additional point per project to be granted	Up to 3														
③ <b>Size of the international financing or corporate matching funds</b>	<p>Extra points to be given in accordance with the size of the matching funds by a candidate country or a consortium against the total project expenses</p> <p>&lt;International financing from a candidate country&gt;</p> <table border="1" data-bbox="486 1025 1230 1290"> <thead> <tr> <th>Size of matching funds</th> <th>Additional points</th> </tr> </thead> <tbody> <tr> <td>30% or more of the total project expenses</td> <td>3</td> </tr> <tr> <td>Over 20% and less than 30% of the total project expenses</td> <td>2</td> </tr> <tr> <td>Over 10% and less than 20% of the total project expenses</td> <td>1</td> </tr> </tbody> </table> <p>&lt;Corporate matching funds from a consortium&gt;</p> <table border="1" data-bbox="478 1361 1238 1554"> <thead> <tr> <th>Size of matching funds</th> <th>Additional points</th> </tr> </thead> <tbody> <tr> <td>10% or more of the total project expenses</td> <td>2</td> </tr> <tr> <td>Over 5% and less than 10% of the total project expenses</td> <td>1</td> </tr> </tbody> </table>	Size of matching funds	Additional points	30% or more of the total project expenses	3	Over 20% and less than 30% of the total project expenses	2	Over 10% and less than 20% of the total project expenses	1	Size of matching funds	Additional points	10% or more of the total project expenses	2	Over 5% and less than 10% of the total project expenses	1	Up to 5
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Size of matching funds	Additional points															
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## 1 Announcement of the Request for Applications

1.1 The applications must be submitted to the K-City Network Solution Program Secretariat (KAIA), Korea Agency for Infrastructure Technology Advancement (“KAIA”) **by 6 p.m. on Tuesday April 20, 2021** Korea Standard Time (KST) by post or by a person.

### < Required Documents and Contact Information >

- ① One (1) copy of the official cover letter and one (1) set of the whole application documents (signed or sealed by the representative of the Lead Organization)
- ② Twenty (20) copies of Project Plan
- ③ The electronic version of the whole application documents carried via USB
  - **(contacts)** the K-City Network Solution Program Secretariat (KAIA)  
[kcitysolution@kaia.re.kr](mailto:kcitysolution@kaia.re.kr), +82-02-798-9725
  - **(Address)** 6<sup>th</sup> Floor B-dong, 25 Hangang-daero 30 gil, Yongsan-gu, Seoul, Korea 04386

※ Applications received after the deadline of submission will not be accepted.

## 2. Project Briefing Session: March 2021

\* More details will be notified later.

## 3 Project Evaluation: April to May 2021

3.1 April 20 – April 30, 2021: Written evaluation and Presentations

## 4 Announcement of Selection and Press Release: June 2021

\* The above timeline may be subject to change.

Ref.1

**Selection Process and Timeline**

Three (3) projects will be selected through the **evaluation process** (preliminary review, written evaluation, and presentations) among the applications received through the Request for Applications.

Process	Timeline	Details	Remarks	
Request for applications	Feb. 2021	•Announcement of the RFA (60 days)	MOLIT	
▼				
Submission of applications	Feb.18 to April 20 2021	•Submission of required documents - Application, project plan, etc.	Applicant → K-City Network Solution Program Secretariat (KAIA)	
▼				
Formulation of evaluation and selection plan	April 2021	•Evaluation process and timeline to be prepared and shared	MOLIT/KAIA	
▼				
Selection of candidate projects	Written evaluation	April to May 2021	•Written evaluation to shortlist up to three times the number of final project awardees	Evaluation Committee
	Presentations	May 2021	•Presentations to select the awardees	Evaluation Committee
▼				
Reporting and notification of selection	June 2021	•Applicants to be notified of selection	KAIA	
▼				
Contract signing	June 2021	•Supplementation of project plan and contract signing	KAIA ↔ selected organization	
▼				
Project implementation and management	June 2021 – April 2022	•Project implementation and budget management •Performance evaluation and management	Applicant	

\* The timeline may be subject to change due to administrative procedures such as deliberation.

Ref.2

**Matters to Note**

**1 To note in Preparing the Proposal**

- 1.1 The application area, target solution, ownership of the IPR, and the relevant ground shall be clearly stated.
- 1.2 The **indirect expenses** for each participating organization shall be **no higher than 10%** of the total project expenses.

**2 Contract Agreement**

- 2.1 When selected to receive support for the project, the applicant will sign a contract for the project as put forth by the K-City Network Solution Program Secretariat (KAIA).

\* The contract form will be provided later.

- 2.2 When signing the contract, a bond or guarantee shall be submitted per Article 37.2 of the Enforcement Decree of the Act on Contracts to Which the State Is a Party

\* The guarantee or guarantee amount shall cover the entire amount or the entire amount plus the agreed interest for the period of insurance. The guarantee or insurance period shall be expired no earlier than sixty (60) days from the day following the end date of the implementation period.

**3 Amendment to Plans**

- 3.1 If a demonstration project plan needs to be updated, the Lead Organization shall consult the K-City Network Solution Program Secretariat (KAIA) on the change to be made in advance, make a written request for amendment to the contract, and obtain approval before proceeding with the change.

- 3.2 In the event where a material change\* requires an amendment to the contract, a request for amendment shall be made no later than one (1) month prior to the expiration of the agreement.

\* Any matters deemed important in the selection, including project goals, project lead, member organizations, project expense items, and primary project expense account.

## 4 Project Budget Management

**4.1 (Project Budgeting)** Project expenses shall be itemized and calculated, and the K-City Network Solution Program Secretariat (KAIA) may specify or limit use in consideration of project-specific conditions.

**4.2 (Project Expense Disbursement)** The Contractor shall prepare documents as required by the K-City Network Solution Program Secretariat (KAIA), including a copy of a bank passbook, and the certificate of payment of private funds in cash or in-kind and request the disbursement of the project budget by the K-City Network Solution Program Secretariat (KAIA).

**4.3 (Account Opening)** The Contractor shall open a regular savings account and a bank passbook that allows demand deposits to be set aside from other funds and manage the government grants and the private funds in cash.

**4.4 (Revision of Budget)** If the budget needs to be revised, the Contractor shall specify the reason and expense items and obtain approval from the K-City Network Solution Program Secretariat (KAIA) in advance.

**4.5 (No Internal Trading)** The Contractor cannot incur project expenses in the ways specified below:

- Expenses to be incurred between two legal entities that have no clear separation of human and physical resources; and
- Expenses to be incurred between different business premises within a single legal entity, even if they have unique business registration numbers different from the other party.

**4.6 (Settlement of Project Expenses)** Settlement shall be made within two (2) months from the closing of the project, and the settlement fee can be budgeted.

- The Contractor shall be subject to an accounting audit by an accounting firm designated by the K-City Network Solution Program Secretariat and send the settlement report with an accounting audit report to KAIA after settling for the disregarded amount and return amount.

- If the settlement reports a certain amount to be returned, the final return amount shall be wire-transferred to the account designated by the K-City Network Solution Program Secretariat.

## **5 Status Management and Reporting**

**5.1** The timing and method of regular reporting (monthly) will be determined at the commencement reporting through consultation after the selection of the Contractor.

**5.2** Status monitoring and inspection of the Contractor's project management and expenditures will be done on a regular basis throughout the contract period.

- Interviews with the project lead and participating resources as well as the written or on-site investigation may be conducted in order to verify evidence, and the Contractor shall provide full support to the K-City Network Solution Program Secretariat (KAIA) in such instances.

## **6 Sanctions**

**6.1** If the agreement is terminated due to the liability of the Contractor while the project is in progress or inspection of the project implementation finds the project 'unsatisfactory,':

- The balance of the grant may not be paid, and the Contractor might be excluded from invitations for future projects by MOLIT and the K-City Network Solution Program Secretariat.

## **7 Right to the outcome and other issues**

**7.1** The tangible and intangible outcome of the project may fall under the sole or joint ownership of participating organizations according to the agreement.

- If the outcome is to be used for the public interest or is found not to be desirable for a participating organization to own, ownership by a participating organization may be restricted.

**7.2** If the Contractor intends to use the output for purposes other than stipulated during the project period, the Contractor must consult MOLIT and the K-City Network Solution Program Secretariat in advance.

**7.3** The Contractor shall cooperate with MOLIT and the K-City Network Solution Program Secretariat by presenting and running a booth at an event organized by MOLIT and the K-City Network Solution Program Secretariat in order to share and promote the project outcome.

- For one (1) year after the completion of the agreement, the Contractor must disclose the government support for this project in promoting the service and product generated by the project.

## **8 Other Matters to Note**

**8.1** Any expenses incurred in relation to the project application shall be borne by the applicant.  
The submitted documents will not be returned

**8.2** The applicant and related persons, including its representative, are deemed to consent to the use of personal information for a credit check.

**8.3** The applicant must fully comply with any additional inquiries or requests for documents raised by MOLIT or the K-City Network Solution Program Secretariat.

**8.4** Any false or misleading statements in the application or fabrication of evidence may cause revocation of selection.

**8.5** The applicants will be solely responsible for any disadvantage arising from any errors or omissions in the submitted documents or unavailability.

**8.6** Depending on the number of submitted applications, competition, and evaluation results, different project types might be consolidated, or a particular project type may be eliminated. The project budget and the number of projects to receive support may be adjusted.

- 8.7** Matters related to the evaluation and selection under this program are subject to the authority of the Ministry of Land, Infrastructure and Transport and the K-City Network Solution Program Secretariat and the information regarding the Evaluation Committee members, and evaluation details and results for each application will not be disclosed.
- 8.8** The interpretation rendered by the Evaluation Committee shall prevail to the extent of any question arising in relation to the interpretation of the Request for Applications.
- 8.9** Korean shall be the prevailing language in the event of the Korean guidelines being found to be inconsistent with the English ones.



V

**Required Documents and Forms**

**Documents List**

No.	Documents List	No. of copies	Remarks
1	Official cover letter (signed by the authorized representative)	1	-
2	Original Project Application (signed by the authorized representative)	1	Form 1
3	Project Plan	20	Form 2
4	Participation commitment by the member organization	1	Form 3
5	Participation commitment for resources	One each	Form 4
6	Overseas organization's Letter of Intent or Memorandum of Understanding	One each	Free-format
7	Personal information consent form	One each	Form 5
8	Representation Letter	One each	Form 6
9	Business registration certificate and certified copy of corporate registration	One each	-
10	Certificate of corporate seal impression and certificate of official seal in use	One each	Form 7
11	Certificate of national and local tax payment	One each	-
12	Applicant's former Smart City project track record in and outside Korea (Lead Organization only)	1	Refer to selection criteria
13	Credit rating evidence for the Applicant (required of the Lead Organization only)	1	Evidence for credit rating from a credit rating agency such as Seoul Credit Rating Inc.
14	Consortium Agreement	1	Form 8
15	A set of all the required documents (in PDF and Word/HWP format)	USB	-
16	Document Checklist	1	Form 9

\* If any of the documents are found to contain untrue information, the applicant will be subject to adverse action, including but not limited to elimination from the evaluation process.

\*\* If the submitted documents for the application area are different from the required documents, those documents will be rejected upon submission.

Form 1

**Project Application**

Applicant			
Name of the Lead Organization		Representative	○ ○ ○
Address	(Zip: )		
Department			
Leader	Title: ○ ○ ○	Name: ○ ○ ○	Contact: ☎ 000-000-0000
Contact Persons	Title: ○ ○ ○	Name: ○ ○ ○	Contact: ☎ 000-000-0000abcdef@abc.ac.kr
	Title: ○ ○ ○	Name: ○ ○ ○	Contact: ☎ 000-000-0000abcdef@abc.ac.kr
Member Organization		Leader	
Member Organization		Leader	
Application Details			
Project Name	<b>K-City Network 2021</b> ○○○○○ Smart City Solution Demonstration Project (city, country)		
Candidate country (city)		International partner organization	
Project Period		Project Expenses	Total project expenses, in KRW million
Project goal and description	(Project goal)		
	(Project description)		

We hereby apply for the 2021 K-City Network Solution Demonstration Project.

<Appendix> Project Plan (20 copies)

*Date. Month. 2021*

*Name of the Company (representative)*

(seal)

**For the attention of the Minister of Land, Infrastructure and Transport**

Form 2

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# K-City Network 2021 Solution Demonstration Project Plan

- ○○○ *(smart solution)*

*for*

○○○ *(name of city)* ○○○ *(name of country)* -

---

April 2021

*Lead Organization*

*Member Organization*



## 2021 K-City Network Solution Demonstration Project Plan (Summary)

※ Up to 4 pages

<b>Lead Organization</b>		<b>Member Organizations</b>	
<b>International Partner Organization</b>			
<b>Project Name</b>	<b>K-City Network 2021</b> <i>Solution Demonstration Project /○○○ Smart Solution (city, country)</i>		
<b>Project Period</b>		<b>Project Budget</b>	Total KRW million - corporate matching funds (KRW million) - international financing (KRW million)
<b>Project Overview</b>	<ul style="list-style-type: none"> <li>▪Background of and need for the project</li> <li>▪Direction for the smart city solution demonstration project</li> </ul>		
<b>Analysis of Project Conditions</b>	<ul style="list-style-type: none"> <li>▪Analysis of technological trends and local conditions</li> <li>▪Smart city policy of the candidate country and the plan to connect the project with an existing project</li> <li>▪Cooperation with the candidate city</li> <li>▪Analysis of trends regarding demonstration solution and consortium's track record</li> </ul>		
<b>Smart city solution demonstration plan</b>	<ul style="list-style-type: none"> <li>▪Preliminary analysis for and scope of demonstration</li> <li>▪Goals and strategy of the project</li> <li>▪Project scope and scenarios</li> <li>▪Phase-specific action plans and timeline for the field demonstration</li> </ul>		
<b>Project management plan</b>	<ul style="list-style-type: none"> <li>▪Project management plan</li> <li>▪How to operate the project after the completion of the demonstration</li> <li>▪Plan for technological cooperation between the candidate city and the Korean consortium</li> </ul>		
<b>Implementation system and cooperation measures</b>	<ul style="list-style-type: none"> <li>▪Project implementation system and roles and responsibilities among participating organizations</li> <li>▪Measures to promote cooperation among stakeholders, including the international partner organization</li> </ul>		
<b>Project Budget</b>	<ul style="list-style-type: none"> <li>▪How to secure and execute a budget and expenses</li> <li>▪Disbursement schedule of project expenses</li> </ul>		



<b>Expected benefits and expansion</b>	<ul style="list-style-type: none"><li>▪Expected benefits</li><li>▪How to further expand the benefits of the project after the demonstration</li></ul>
<b>Prepared by</b>	<ul style="list-style-type: none"><li>▪Department, organization</li></ul> <p>(Primary) name, title, area of responsibility (000-000-0000, abc@abc.ac.kr)</p> <p>(Secondary) name, title, area of responsibility (000-000-0000, def@abc.ac.kr)</p>

## Contents

### How to prepare

- **(Format)** For the project plan, please refer to the forms.
  - The project plan shall be comprised of the cover letter, the copy of the project application, summary (up to four pages), main content (up to 60 pages), and appendix and be organized in the aforementioned order.
  - The project plan shall be comprised of one booklet and be printed on both sides with the binding on the left-hand edge.
  - Bookbinding using rings or spring spiral rings is not recommended.
  - As for the layout, margins shall be 20 mm each on the right and the left sides and 10 mm each at the top and the bottom, as well as the header and footer on A4 paper.
- **(Main content)** The main content shall be up to 60 pages on A4 paper, and the rest of the main content, if any, shall be attached in the form of an appendix.
  - Applicants are recommended to follow the proposed table of contents for the sequence of the main content.
- For main content, Human Myeongjo font in 13pt size with 160% spacing shall be used.
  - Content written in italic in blue on the forms is for illustration purposes or to assist with preparation. Please remove the content in blue.
  - To attach a diagram for the project plan, please use A3 paper and fold it to fit the A4 size.
- **(Others)** If the main content is over 60 pages in length, any remaining content shall be attached in the form of an appendix, in accordance with the table of contents.
  - Please mark the location of the appendix in the main content.
    - \* (e.g.) <Ref.1> Applications and selections in the private sector p.00



## Table of Contents for 2021 K-City Network - Solution Demonstration Project Plan

### **I . Project Overview**

1. Background
2. Need for the project
3. Direction for the smart city solution demonstration project

### **II . Analysis of Conditions**

1. Smart city policy and technological trends of the candidate county
2. Field conditions of the candidate city
3. How to connect the demonstration project with the smart city policy of the candidate country
4. Cooperation with the candidate city for the demonstration
5. Domestic and international trends regarding the proposed solution
6. Similar projects such as a Smart Challenge Project in Korea undertaken by the applicant and the consortium
7. Reference projects outside Korea undertaken by the applicant and the consortium

### **III. Smart City Solution Demonstration Plan**

1. Preliminary analysis of the environment of and regulation over the target site
2. Scope of demonstration (in terms of location, space, technology)
3. Goals and implementation strategy
4. Details of the smart city solution
5. Scenarios for preparation and application
6. Phase-specific action plans for the field demonstration
7. Timeline of the demonstration project

### **IV. Project Management Plan for Smart City Solution Demonstration**

1. Project management plan
2. How to operate the project after the completion of demonstration

### **V. Project Implementation System and Cooperation Measures for Stakeholders**

1. Project implementation system and roles and responsibilities among participating organizations
2. Measures to promote cooperation among stakeholders, including the international partner organization

### **VI. Project Budget and Execution**

1. Plan to secure and execute the project budget
2. Disbursement schedule of project expenses

### **VII. Expected Benefits and Expansion Plan**

1. Expected benefits
2. Measures to ensure technological cooperation between the candidate city and the Korean consortium
3. Follow-up plan to leverage the success of the demonstration

### **VIII. Others (if needed)**



## I . Project Overview

### 1. Background

**Guide:**

*○ Background of the proposed project from the vantage point of promoting the roll out and dissemination of Korean smart city technologies overseas*

### 2. Why do we need the project?

**Guide:**

*○ Significance of and need for the project to promote widespread adoption of the technology subject to demonstration in the global market*

### 3. Direction for the smart city solution demonstration project

**Guide:**

*○ The direction to be pursued by the demonstration project in order to analyze and address issues facing the candidate city using the Korean smart city solution capabilities and further develop a wide range of smart city services*

## II . Analysis of Conditions

### 1. Smart city policy and technology trends of the candidate country

**Guide:**

*○ Analysis of policy as well as technological trends of the candidate country in each smart city field*

### 2. Field conditions of the candidate city

**Guide:**

*○ Location/area: location and area of the demonstration site*

*○ General statistics: the size of the economy, population, industry, housing, residential/floating population, and other statistics about the site*

*○ Description of the location of the site, including the characteristics of the location, key infrastructure around the area, and conditions of the infrastructure*

*○ Please include a map of the area and briefly describe the location on the map.*





*○ Smart city-related services or urban infrastructure available or to be made available at the demonstration site*

*○ Please use a table or a diagram to illustrate other matters to be covered.*

### 3. How to connect the demonstration project with the smart city policy of the candidate country

**Guide:**

*○ Government policy or roadmap of the candidate country and related matters*

*○ Please describe how to link the proposed project to a similar project or a policy if a project concept paper and feasibility study are available in order to proceed with the demonstration project.*

### 4. Cooperation with the candidate city for the demonstration

**Guide:**

*○ Matters for cooperation described in detail involving the candidate city for the demonstration of the proposed project (technological and institutional cooperation)*

*○ Matters for cooperation described in detail involving a partner organization in the city (technical and business cooperation)*

*○ Evidence such as MOUs and LOIs with the government or public institutions of the candidate country of the proposed project shall be submitted.*

### 5. Domestic and international trends regarding the proposed solution

**Guide:**

*○ Please review the global and domestic trends regarding the smart city solution in the proposed project, and*

*○ Set out the direction of a smart city solution suitable for the candidate city*

### 6. Similar projects such as a Smart Challenge Project in Korea undertaken by the applicant and the consortium

**Guide:**

*○ Similar projects undertaken by the applicant and the consortium in Korea (such as Smart Challenge Project, National Smart City Pilot City, National Strategic Smart City R&D Project, and City-driven Smart City Project)*

### 7. Reference projects outside Korea undertaken by the applicant and the consortium

**Guide:**

*○ Reference projects undertaken by the applicant and the consortium outside Korea*

### III. Smart City Solution Demonstration Plan

#### 1. Preliminary analysis of the environment of and regulation over the target site

**Guide:**

*○ Preliminary analysis of relevant conditions or regulations to determine whether the technology and solution are applicable to the demonstration and suitable for demonstration at the demonstration site*

#### 2. Scope of demonstration (in terms of location, space, technology)

**Guide:**

*○ Scope of smart city solution subject for demonstration (services, systems, platforms, etc.)*

*○ Please specify the scope by clearly separating the existing local infrastructure or systems from the solution to be established through the demonstration (please use a diagram or a chart)*

#### 3. Goals and implementation strategy

**Guide:**

*○ Please elaborate on the vision to be realized through this demonstration project, final goals and objectives for each phase, and implementation strategy in a systematic way, and use a block diagram, if needed.*

#### 4. Details of the smart city solution

**Guide:**

*○ Details of smart city solution development and technological, institutional, and financial requirements to be met in order for the field demonstration*

#### 5. Scenarios for preparation and application

**Guide:**

*○ Please present a detailed plan (implementation roadmap) to perform the demonstration at the candidate site (using photographs, tables, charts, concept diagrams, etc.)*

*○ Overall timeline of the project, including contract signing, field research, local application, consultation with stakeholders, expected issues, and interim deliverables*

*○ Resource (human and material) management plan by demonstration phase*

#### 6. Phase-specific action plans for the field demonstration

**Guide:**

○ Phase-specific action plans for the design of the solution to be applied in the field concerning the proposed project, deployment of technology, and the verification of the benefits (deployment of resources and equipment, progress, etc.)

7. Timeline of the demonstration project

**Guide:**

○ Plan and timeline regarding the technology as well as the deliverables or milestones for each phase (please refer to the below table)

Sequence No.	Description	Details	Timeline (month)									Deliverables (Milestone)
			3	4	5	6	7	8	9	10	11	
1	Analysis and Design											
2												
3												
4												

**IV. Project Management Plan for Smart City Solution Demonstration**

1. Project management plan

**Guide:**

○ How to monitor the site to carry out the demonstration and a management system and the roles and responsibilities for that purpose

○ Participation of members for each phase and how to resolve conflicts, boost cooperation among stakeholders, and manage risks throughout project implementation

○ Plan to enlist cooperation and support from relevant organizations

2. How to operate the project after the completion of demonstration

**Guide:**

○ How and who to manage the project after the completion of the demonstration, and measures to ensure cooperation among stakeholders

○ Plan for a follow-up project and further expansion

## V. Project Implementation System and Cooperation Measures for Stakeholders

### 1. Project implementation system and roles and responsibilities among participating organizations

**Guide:**

- System for project implementation, each participating organization's capabilities and competencies, and the implementation strategy*
- Participating organizations and resources, and roles and responsibilities of each participating organization and individual*
- Project implementation capabilities of the consortium member companies and organizations for the demonstration of the smart city solution (e.g., organizations, resources, prior experience in the area, and financial status)*

### 2. Measures to promote cooperation among stakeholders, including an international partner organization

**Guide:**

- Details on any prior consultation with the stakeholders, including the international partner organization for the demonstration project and plan for cooperation for demonstration support and participation with technology, in consideration of each organization's project implementation capability*
- Expected issues related to the demonstration site such as infrastructure, overall environment, regulation, and standard and cooperative measures to address them*

## VI. Project Budget and Execution

### 1. Plan to secure and execute the project budget

**Guide:**

- How to secure funding from various sources for the demonstration project (including matching funds and cooperation from the candidate country)*
- Budget allocation plan in consideration of the size and degree of difficulty of the proposed demonstration project as well as the level of participation and roles and responsibilities of each participating organization*

### 2. Disbursement schedule of project expenses

**Guide:**

- Please elaborate on the size and timing of the spending as well as the budget items against project progress to ensure smooth and reliable execution of the budget by each participating organization over the project period*



## VII. Expected Benefits and Expansion Plan

### 1. Expected benefits

**Guide:**

*○ Expected outcomes from applying the smart city solution*

*○ Expected benefits such as the deliverables from the demonstration being introduced into other cities and areas*

### 2. Measures to ensure technological cooperation between the candidate city and the Korean consortium

**Guide:**

*○ How to enhance extensive technical collaboration between the city overseas and the Korean consortium if the technology is validated through the demonstration*

### 3. Follow-up plan to leverage the success of the demonstration

**Guide:**

*○ Plan for a follow-up project by the consortium after the demonstration project*

## VIII. Others (if needed)

**Form 3**

<b>Participation Commitment by Member Organizations</b>			
<b>Project Name</b>			
<b>Lead Organization</b>		<b>Project Lead</b>	
<b>Member Organization 1</b>		<b>Co-Lead</b>	
<b>Member Organization 2</b>		<b>Co-Lead</b>	
<b>Member Organization 3</b>		<b>Co-Lead</b>	
<b>Member Organization 4</b>		<b>Co-Lead</b>	
<p>We undertake that we agree to the content of the project as stated in the project plan submitted for the implementation of the K-City Network 2021 - Solution Demonstration Project and if selected through deliberation on the project, we shall fully participate in the project in compliance with the relevant laws and regulations.</p> <p style="text-align: right; margin-right: 100px;">Date. Month. 2021</p>			
_____	_____	_____	_____
Name, Title Organization	Representatives of the Member Organizations	(seal)	
_____	_____	_____	_____
Name, Title Organization	Representatives of the Member Organizations Signature	(seal)	
_____	_____	_____	_____
Name, Title Organization	Representatives of the Member Organizations Signature	(seal)	
_____	_____	_____	_____
Name, Title Organization	Representatives of the Member Organizations Signature	(seal)	
<b>For the attention of the Minister of Land, Infrastructure and Transport</b>			

Form 4-1

### Participation Commitment by Resources (for Koreans)

<b>Project Name</b>	K-City Network 2021 ○○○○○ Smart City Solution Demonstration Project (city, county)		
<b>Lead Organization</b>		Project Lead	
<b>Project Period</b>	Month. 20__ . - Month. 20__ . (__ months)		

We hereby confirm that the resources specified below will fully participate in the proposed project in order to implement the project.

Description	Organization	Position (title)	Name	Date of Birth	Remarks
Lead Organization				...	Project Lead
				...	
				...	
				...	
Member Organization				...	Co-Lead
				...	
				...	
				...	
Member Organization				...	Co-Lead
				...	
				...	
				...	

Date. Month. 2021

\_\_\_\_\_  
Name, Title of  
Lead Organization

\_\_\_\_\_  
Representatives of the Member  
Organizations Signature

(seal)

**For the attention of the Minister of Land, Infrastructure and Transport**

*※ The content in this form shall be the same as the content pertaining to the project implementation system and participating resources stated in the project implementation plan.*

Form 4-2

## Participation Commitment by Resources (for International Organizations)

<b>Project Name</b>	K-City Network 2021 ○○○○○ Smart City Solution Demonstration Project (city, county)		
<b>Lead Organization</b>		<b>Project Lead</b>	
<b>Project Period</b>	Month. 20○○. ~ Month. 20○○. (○ months)		

We hereby confirm that the resources specified below will fully participate in the proposed project in order to implement the project.

<i>Name of International Member Organization</i>		
1	Name	
	Title	
	Biography	
2	Name	
	Title	
	Biography	
3	Name	
	Title	
	Biography	

Date. Month. 2021

\_\_\_\_\_  
Name, Title of  
Lead Organization

\_\_\_\_\_  
Representatives of the Member  
Organizations Signature

(seal)

**For the attention of the Minister of Land, Infrastructure and Transport**

*※ The content in this form shall be the same as the content pertaining to the project implementation system and participating resources stated in the project implementation plan.*



## Personal Information Consent

The Ministry of Land, Infrastructure and Transport regards the personal information of participating resources as important and would like to obtain their consent pursuant to Articles 15, 17, 22, and 24 of the **Personal Information Protection Act**.

Please read, understand and agree to the following:

<p><b>Consent to collection and use of personal information</b></p> <p><input type="checkbox"/> I agree    <input type="checkbox"/> I disagree</p>
<p>○ <b>Purpose of collection and use:</b> evaluation, deliberation, and monitoring of project implementation - To determine the size of participating resources and whether they are fit for the project in terms of their experience, major, and prior project experience and to secure the contact information of the project lead and responsible staff</p> <p>○ <b>Items to be collected:</b> name, date of birth, place of work, address, phone number, educational background (e.g., major, degree, research area), work experience</p> <p>○ <b>Retention and use period:</b> Personal information above is retained and used from the date the applicant completes this consent form until the aforementioned purposes are fulfilled.</p> <p>○ <b>Legal grounds:</b> Articles 15, 17, 22, and 24 of the Personal Information Protection Act</p> <p>※ <b>Right to disagree:</b> You may disagree to consent to the collection and use of personal information. However, since the collection and use of the information are a prerequisite for applying to the 2021 K-City Network Solution Demonstration Project, the application process can move forward only when the applicant agrees to the above conditions.</p>
<p><b>Consent to the disclosure of personal information to a third party</b></p> <p><input type="checkbox"/> I agree    <input type="checkbox"/> I disagree</p>
<p>① <b>Purpose of disclosure of personal information to a third party</b>          ✓ Credit inquiry into any restrictions in participating in a government project or default          ✓ Response to an inspection agency (the National Assembly, the Board of Audit and Inspection) for the purpose of audit and inspection          ✓ Response to the competent authorities for the purpose of project management</p> <p>② <b>Personal information will be provided to MOLIT, the National Assembly, the Board of Audit and Inspection, and an organization commissioned with credit inquiry.</b></p> <p>③ <b>Purpose of use of personal information: the same as ①</b></p> <p>④ <b>Items to be disclosed:</b> name, place of work, educational background (major, degree, research field)), work experience</p> <p>⑤ <b>Retention and use period for those provided with the collected personal information:</b>          Personal information above is retained and used from the date the applicant completes this consent form until the aforementioned purposes are fulfilled.</p> <p>⑥ <b>Legal grounds:</b> Articles 15, 17, 22, and 24 of the Personal Information Protection Act</p> <p>※ <b>Right to disagree:</b> You may disagree to consent to the collection and use of personal information. However, since the collection and use of the information are a prerequisite for applying to the 2021 K-City Network Solution Demonstration Project, the application process can move forward only when the applicant agrees to the above conditions.</p>



[Form 5]

(2 of 2)

Association	Position (Title)	Name	Date of Birth	Consent to the collection and use of personal information	Consent to the collection and use of unique identification information	Consent to the disclosure of personal information to a third party	Signed
			...	√	√	√	

The above project participants have read and understand "collection and use of personal information," "collection and use of unique identification information," and "the disclosure of personal information to a third party" and hereby consent to them.

Date. Month. 2021

(Lead/Member) Organization:

Project Lead (or Co-Lead): (seal) or (stamp)

For the attention of the Minister of Land, Infrastructure and Transport

*※ This Form is to cover all the participating resources and shall be prepared by each member organization (except for the international partner organization).*



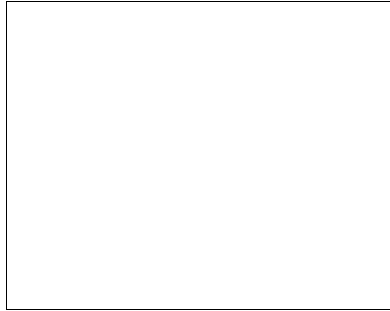
**Form 6**

<b>Representation Letter</b>			
<b>Project Name</b>	<b>K-City Network 2021</b> ○○○○ Smart City Solution Demonstration Project (city, county)		
<b>Lead Organization</b>		<b>Project Lead</b>	
<p>For the application in response to the RFA for the 2021 K-City Network Solution Demonstration Project, we hereby confirm that:</p> <p>All the information provided in our application documents is true and correct as of the date of preparing these documents;</p> <p>The project plan in the application documents is feasible and reasonable;</p> <p>We are not undertaking an identical or similar project to the proposed project with a grant from government agencies including the Ministry of Land, Infrastructure and Transport and;</p> <p>The application documents do not contain false or misleading information.</p> <p>We acknowledge that any false or misleading information presented by us, an obvious disadvantage to the government, or intentional disruption to the fulfillment of the project goals may result in adverse actions, including but not limited to revocation or selection, termination of the agreement, exclusion from future invitations, and/or clawback of the government grants. We also agree not to claim or object to any such action.</p> <p style="text-align: right;">Date. Month. 2021</p> <p style="text-align: right;">Project Lead (or Co-Lead): <i>(signature)</i></p> <p style="text-align: right;">Representative: <i>(seal)</i></p> <p style="text-align: center;"><b>For the attention of the Minister of Land, Infrastructure and Transport</b></p>			

※ This form shall be prepared by each member organization (except for the international partner organization).

Form 7

## Certificate of Official Seal in Use



(Official seal in use)

1. We hereby certify that the above seal is the official seal in use for the application for, and the agreement to the 2021 K-City Network Solution Demonstration Project organized by the Ministry of Land, Infrastructure and Transport of Korea.
2. The above seal will lose its effect upon the completion or termination of the agreement.  
Attachment: one (1) copy of the certificate of seal impression

Date. Month. 2021

Lead Organization : \_\_\_\_\_

Representative : \_\_\_\_\_ (seal)



***The seal in the attached certificate of  
seal impression to be affixed here***

*※ This form shall be prepared by each member organization (except for the international partner organization).*

**Form 8**

**Consortium Agreement (Joint Implementation)**

**Article 1 (Objective)**

This Consortium Agreement ("Agreement") is intended to set forth the agreement of Consortium members ("Members") to jointly implement the following contract ("Contract") in accordance with their proportion of the Contract amount ("Proportions") by leveraging their financial, managerial, technological, human, and equipment resources for the planning, bidding, construction, etc. in connection with building, product, or service delivery.

1. Contract name:
2. Contract amount:
3. Owner:

**Article 2 (Consortium)**

The name, address, and head of the Consortium shall be as follows:

1. Name: \_\_\_\_\_
2. Main address: \_\_\_\_\_
3. Head: \_\_\_\_\_

**Article 3 (Members)**

① The Members shall be as follows:

1. Company A (CEO:     )
2. Company B (CEO:     )

② The head of the Consortium ("Head") shall be \_\_\_\_\_

③ The Head shall represent the Consortium in dealing with the owner of the Contract ("Owner") and third parties and shall have the authority to manage Consortium assets and conduct billing.

**Article 4 (Agreement Period)**

This Agreement shall take effect immediately after its parties ("Parties") sign it and shall end upon its full implementation, provided that this Agreement shall continue to be in effect if there are any remaining rights and/or obligations toward the Owner or a third party in connection with the relevant construction.

### **Article 5 (Obligation)**

The Members shall commit to leveraging all knowledge and technologies necessary to meet the objective set out in Article 1, based on the principles of integrity, diligence, and trust.

### **Article 6 (Responsibility)**

The Members shall be jointly responsible for performing their contractual obligations to the Owner, provided that if a performance bond is issued, a Member that fails to meet the requirements for implementing the Contract shall be held responsible in accordance with their Proportion.

<Proviso added on January 10, 2014>

### **Article 7 (Payment Account)**

Advance payments, progress payments, etc. in accordance with Article 11 of the General Instructions on Contract Management of the Contract Rules shall be credited to the following accounts:

1. Company A (Main contractor of the Consortium): bank name, account number, account holder
2. Company B: bank name, account number, account holder

### **Article 8 (Proportions of the Contract Amount)**

① The Members' Proportions shall be as follows:

1. Company A: \_\_\_\_%
2. Company B: \_\_\_\_%

② The Proportions set out in Paragraph 1 may be modified in either of the cases stipulated in the following subparagraphs, provided that when the Proportions are modified, the full Proportion of a Member shall not be transferred to any other Member:

1. The Contract amount has increased or decreased due to the modification of the Contract with the Owner,
2. A Member can no longer implement the Contract in accordance with this Agreement due to their bankruptcy, dissolution, insolvency, workout (cases where a company is under restructuring after the creditors' decision to place them under restructuring in accordance with the Corporate Restructuring Promotion Act), or withdrawal from the Consortium, and all the other Members make a request for a modification of their Proportions.

### **Article 9 (Distribution of Profits and Losses)**

In cases where profits or losses occur after the implementation of the Contract, they shall be distributed or borne in accordance with the Proportions set out in Article 8.

### **Article 9-2 (Division of Costs and Expenses)**

- ① Subcontracting costs, material costs, labor costs, expenses, etc., that occur during the course of implementing the Contract shall be borne by each Member in accordance with their Proportions.
- ② The Members can discuss and determine the payment time, method, etc., of such costs and expenses to be borne by each Member.
- ③ In cases where a Member does not pay such costs and expenses set forth in Paragraph 1, the progress payment to be made to the Member which is equivalent to their unpaid costs and expenses and is calculated by taking their Proportion into account shall be retained in the joint account of the Members. The progress payment shall be made after the Member pays their costs and expenses in full.
- ④ In cases where a Member fails to pay their dues three times or more, the rest of the Consortium may remove the Member from the Consortium after obtaining the agreement of the Owner, provided that the Consortium can determine how many overdue payments allow for removal from the Consortium by taking into account the relevant payment interval, etc. after obtaining the agreement of the Owner.  
[Article added on April 2, 2012]

#### **Article 10 (Restrictions on the Transfer of Rights and Obligations)**

The Members shall not transfer their rights and obligations under this Agreement to any third party.

#### **Article 11 (Action regarding Withdrawal)**

- ① No Member may withdraw from the Consortium until the end of the relevant bidding and the full implementation of the Contract except for any of the cases set forth in the following subparagraphs, provided that in case of Subparagraph 3, the Consortium must remove the Member in question.
  1. The Owner and all the Members agree,
  2. A Member fails to implement the Contract without justifiable reasons such as bankruptcy, dissolution, and insolvency or does not pay the costs and expenses set forth in Article 9-2, and the rest of the Consortium decides to remove the Member after obtaining the agreement of the Owner, (Added on April 2, 2012)
  3. A Member is banned from participating in bids in accordance with Article 76, Paragraph 1, Subparagraph 6 of the Enforcement Decree after failing to implement the Contract without justifiable reasons such as bankruptcy, dissolution, and insolvency,
- ② In cases where a Member withdraws from the Consortium in accordance with Paragraph 1, the remaining Members of the Consortium shall jointly implement the Contract, provided that if the remaining Members cannot meet the requirements for implementing the remainder of the Contract in terms of the licensing, experience, disclosed construction capacity expressed in monetary terms, etc., the remaining Members shall meet the requirements by adding a new Member, etc. after obtaining the agreement of the Owner. <Amended on September 8, 2010>
- ③ With respect to the main clause of Paragraph 2, the Proportion of the withdrawn Member shall be divided in proportion to the Proportions of the remaining Members and be added to the Proportions set out in Article 8.

④ The payment due to the withdrawn Member shall be made after deducting the amount of losses in accordance with Article 9, following the full implementation of the Contract.

**Article 13 (Warranty for Defects)**

In cases where defects are identified in connection with the construction in question after the dissolution of the Consortium, the Consortium as a whole shall be responsible for addressing such defects, provided that if a performance bond is issued, a Member that fails to meet the requirements for implementing the Contract shall be held responsible in accordance with their Proportion.

<Proviso added on January 10, 2014>.

**Article 14 (Steering Committee)**

① The Consortium shall form a steering committee comprised of the Members ("Steering Committee") to discuss matters regarding the implementation of the Contract.

② Any matters not stipulated in this Agreement shall be decided on by the Steering Committee.

IN WITNESS WHEREOF, this Consortium Agreement shall be executed in XX counterparts and every Member shall each sign and seal XX counterparts and retain one of them.

Date, Month, 2021

Lead Member: \_\_\_\_\_ (seal)

Partner Member: \_\_\_\_\_ (seal)

Partner Member: \_\_\_\_\_ (seal)



**Form 9**

**Document Checklist**

No.	Documents List	No. of copies	Remarks	Submission Status (√)
1	Official cover letter (signed by the authorized representative)	1	-	<input type="checkbox"/> Yes <input type="checkbox"/> No
2	Original Project Application (signed by the authorized representative)	1	Form 1	<input type="checkbox"/> Yes <input type="checkbox"/> No
3	Project Plan	20	Form 2	<input type="checkbox"/> Yes <input type="checkbox"/> No
4	Participation commitment by the member organization	1	Form 3	<input type="checkbox"/> Yes <input type="checkbox"/> No
5	Participation commitment by resources	One each	Form 4	<input type="checkbox"/> Yes <input type="checkbox"/> No
6	Overseas organization's Letter of Intent or Memorandum of Understanding	One each	Free-format	<input type="checkbox"/> Yes <input type="checkbox"/> No
7	Personal information consent form	One each	Form 5	<input type="checkbox"/> Yes <input type="checkbox"/> No
8	Representation Letter	One each	Form 6	<input type="checkbox"/> Yes <input type="checkbox"/> No
9	Business registration certificate and certified copy of corporate registration	One each	-	<input type="checkbox"/> Yes <input type="checkbox"/> No
10	Certificate of corporate seal impression and certificate of official seal in use	One each	Form 7	<input type="checkbox"/> Yes <input type="checkbox"/> No
11	Certificate of national and local tax payment	One each	-	<input type="checkbox"/> Yes <input type="checkbox"/> No
12	Applicant's former Smart City project track record in and outside Korea (Lead Organization only)	1	Refer to selection criteria	<input type="checkbox"/> Yes <input type="checkbox"/> No
13	Credit rating evidence for the Applicant (required of the Lead Organization only)	1	Evidence for credit rating from a credit rating agency such as Seoul Credit Rating Inc.	<input type="checkbox"/> Yes <input type="checkbox"/> No
14	Consortium Agreement	1	Form 8	<input type="checkbox"/> Yes <input type="checkbox"/> No
15	A set of all the required documents (in PDF and Word/HWP format)	USB	-	<input type="checkbox"/> Yes <input type="checkbox"/> No
16	Document Checklist	1	Form 9	<input type="checkbox"/> Yes <input type="checkbox"/> No

Lead Organization: \_\_\_\_\_ Project Lead: \_\_\_\_\_ (signature)