

Info doc, 2020

Process & Criteria Doc

Light, Life, Power & Wealth

Matrimandir Gardens



Terms & Conditions & The Process

13th January 2020

Introduction

The Matrimandir Garden Design Call invites landscape design proposals for the Gardens of Light, Life, Power & Wealth. The Matrimandir Executives have put together the Design Brief for the Gardens of Light, Life, Power & Wealth and have set up the Event Coordinators team to organise & host the Design Call.

This document outlines the stage-wise Design Call and the criteria for participation. Please note that this document is to be read in conjunction with the following docs:

1. The process & Criteria
2. Design Brief
3. Financial agreements

The Matrimandir Executive team went through an exercise to enable the inclusion of the experiences & insights of various residents of Auroville, ranging from the ones who had worked under the supervision of The Mother and those who experience the gardens on a regular basis.

An Observing Committee has been setup to oversee the process to make sure that the highest standards of integrity is ensured through every step of the process.

The Experts Panel has been setup to give design critique and select the final design in coordination with the community panel. A technical analysis is conducted on each proposal before passing it to the Expert & Community Panel.

Organising team

The Host of the Call

The design and execution of this design call is done by the hosting team:

The host team members are:

- Jyoti (executive at Matrimandir),
- Hemant (executive at Matrimandir),
- Natasha (design thinker from Perceptiveye),
- Deoyani (volunteer)

Observing Committee (OC)

The Observing Committee is comprised of :

Matrimandir executives,

A representative member from each of the administrative groups of Auroville -Working Committee, Auroville Council and the Residents Assembly Service.

The design brief and the process was approved by the Matrimandir garden design call Observing Committee.

The members of the Observing Committee are:

Anandi Z (RAS), Mita (AVC), Shivaya (Delegate by WCom), Aurosyllle B, Hemant S, John H, & Vladimir I (Matrimandir Executives)

Technical Panel

The technical panel ensures that the minimum submission criteria is fulfilled and checks all the technical aspects of the proposed design.

The members of the Technical Panel are:

- Aurosyllle Bystrom (experienced gardener)
- Jyoti Eri (Landscape designer & artist)
- Abhijit Shirodkar (Director, Amity School of Architecture & Planning, Mumbai)

Expert Panel

The Experts Panel consists of experienced and eminent people in the field of landscape architecture & gardening. They will advise the host team and the community of Auroville on selection of the designs and best practices in the creation of the gardens.

The Expert Panel Members are:

- Narad Richard Eggenberger
- Geeta Wahi Dua
- Florence Mercier
- Mohan Rao
- Albert Paravi Wongchirachai
- Kei Ishikawa

The Process

This is a 3 Stage process each involving various steps.

Stage 1

This stage that extends over 5 months shortlists 30% of the design proposal received.

Concept Submission

The Stage 1, Step 1 submissions open for 2 months in which conceptual designs for the four gardens are invited.

Technical Assessment

Before sending the proposals to the Expert Panel, the Technical analysis team will assess the proposal to ensure the proposals meet the minimum conditions.

Expert feedback

Expert Panels (EP) will assess the conceptual design proposals and give detailed feedback (1 month)

Community Comments

In parallel, the community will be invited to give feedback for the conceptual proposals. The community will also be invited to contribute their ideas to an "Ideas pool", which will be shared with the designers for inspiration and potential integration in the detailed design. The ideas pool will also be shared with the panels for reference.

Design Details Submission

The design brief is now reiterated with the EP feedback on initial design brief. Designers will integrate the EP feedback with their concepts as well as this reiterated design brief into the detailed design and submit the same to the Expert panel with a short story line of how the feedback was integrated. A short video (3 min max.) presentation would be recommended along with the PDF proposal & A1 exhibition panel in portrait (1 month)

Short Listing

Expert panel will give feedback & rating and choose top 30% designers (1 month)

Stage 2

Select the leading design team (3 months - March - May 2020)

Exhibition & BoQ

Top 30% Designers will integrate the Expert Panels feedback into the design and submit the revised design and tentative bill of quantity (BoQ) with the help of Matrimandir team. (15 days)

Community Review & Rating

Designs will be presented to Community Panel at an exhibition in Auroville and online. The Community Panel will have access to all the design submissions from Stage 1 as well as suggestions given by the Expert Panels. Based on this they will be asked to give detailed feedback & rating on the proposals. (1 month).

Compilation of results

The rating by the expert panel and the community panel will be combined to choose the leading designer.

Stage 3

Completion of the final design and start design implementation (2 months - June to July 2020)

Appoint Lead designer

The Observing Committee will assess it and request the leading designer to integrate design elements from other designs recommended by EP/CP to finally refine the design. The leading designer will present the final design, execution drawing, implementation timeline and detailed BoQ within 2 months. Chosen design elements from all proposals will be shared with the OC for the final integration process in Stage 3

Publication & Announcement of the final design

The final design will be published in Auroville Media and on Matrimandir Website

Start implementation!

The lead designer and the Matrimandir team will draft a plan for implementation phases and logistics.

The Schedule

STAGES & STEPS	DESCRIPTION	Start DATE	End DATE
STAGE 1:	Select 30% as finalists (5 months - October 2019 to End of February 2020)		
Step 1	Concept submission (2 months)	10th Oct. 2019	12th Dec. 2019
Step 2	Technical assessment	12th Dec. 2019	20th Dec. 2019
Step 3	Expert Panels (EP) will assess the first proposal and give detailed feedback (1 month)	20th Dec. 2019	10th Jan. 2020
Step 4	Community comments invited	20th Dec. 2020	10th Jan. 2020
Additional Step	Reiterated the design brief	10th Jan.	27th Jan.
Step 5	Submission 2 (1 month)	27th Jan	27th Feb
Step 6	Shortlisting to top 30% by Experts Panel (1 month)	28th Feb	28th March
STAGE 2	Select the leading design team (3 months - March - May 2020)		
Step 1	Refinement & BOQ from top 30%	28th March	12 April
	Exhibition Setup	13th April	21st April
Step 2	The Community Panel review & rating (10 days)	21st April	30th April
Step 3	Compilation of feedback from Expert Panel & Community Panel by the Tech. team	1st May	8 May
STAGE 3	Completion of the final design and start design implementation (2 months - June to July 2020)		

Step 1	OC appoints the lead designer for Integration phase	10 May	
Step 2	Refinement & final integration of the design	11 May	22 June
Step 3	Publication and announcement	22 June	22 July
Step 4	Start implementation!	1st August	

Note: The schedule may be extended to accommodate any delays in the process.

Participation Criteria

Designers have to maintain their anonymity in all their submission. All the names will be announced when the entire process has been completed. (Designers will have choice whether their name will be seen in public or not).

The designers may choose to submit design for one or more gardens depending on what they feel inspired to do. They may also contribute design elements to the ideas pool.

- Since four different gardens will be part of this design call, different designers may be chosen for each garden. The designers may choose to submit design for one or more gardens depending on what they feel inspired to do. This means that further integration work will be necessary to bring a certain harmony in the designs. Therefore, willingness to work with other designers is also an essential quality for the participants.
- Matrimandir is free to visit for guests and residents alike and runs entirely on donations. A strict adherence to the agreed budget based on BoQ is expected. A willingness to look at the work as a means of one's inner progress would well resonate with the raison d'etre of Auroville.
- Designer(s) must respect all the garden design guidelines given as outlined in the Design Brief, Guide and Reference documents and with the onground team, during implementation.

- Designers have to maintain anonymity to all the review panels. Designers may not unveil their individuality, or directly/ indirectly make contact with the panel members. The design proposals should not reveal the individuality by using iconic works or using designer(s) name(s). Failure to maintain anonymity will invalidate the submission.
- The applicant has to visit Matrimandir at least once before the detailed design submission (2nd stage).
- Participants can send questions directly to the organizing team. However they are not allowed to request any modifications to the agreed brief. This communication channel has to be used only for a reasonable exchanges. Some useful Q&A can be shared as FAQ with other participants by email.
- A direct family member or business partner of the Expert panel members cannot submit a proposal.

Implementation Phase Criteria

- Once the final design is approved, the designer(s) must follow the approved implementation timeline and complete the garden within the time frame.
- Designers have to be able to deliver a comprehensive execution drawing based on the agreed timeline.
- In case of designer's absence, they have to present detailed work plan to the Matrimandir team to continue the implementation work. However, the presence of a representative of the designer has to be constant on site in order to guide the workers.
- Designers have to be willing and able to work with the Matrimandir team in a harmonious manner.
- Designers have to have decent communication skills. They need to be able to communicate via email and other digital tools for daily communication, such as whatsapp.
- Designers have to respect the agreed payment with Matrimandir. In case there is an additional financial need for the garden project it will be discussed in Matrimandir coordinators meeting. (Refer to the financial agreement at the end of the brief)
- If the Matrimandir Executives unanimously observe a lack of professional ability in the designer(s), the executives together with the Observing Committee members have the authority for final decision making on design/designer for a way forward.

- Since Matrimandir gardens are evolutionary by nature, the chosen design will be used as the basis and a beginning point. However, it may be modified in the future according to the direction of the Matrimandir executives representing the Auroville community. In such a scenario, every possible effort will be made to maintain the essence of the design.
 - All designs submitted and selected will be considered as shared knowledge. The designer(s) cannot claim copyright or any type of ownership of their design.
 - When a designer submits the design proposal we register it as a total agreement of the conditions described in the brief.
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Look forward to your emerging designs