

- Instruction to Proponents -

Request for Proposal Song-Do the 6th and 8th District Development Project

2016. 12. 5.



Incheon Free Economic Zone

※ This English Version of “Instruction to Proponents” is reference use only to help English users.
If there is conflict between English version and Korean version, the Korean version has the
priority that you can download from IFEZ home page. ([https://www.ifez.go.kr/
frt/biz/bbs/layout01/selectBoardArticle.do?bbsId=BBSMSTR_000000000074&nttId=1705617](https://www.ifez.go.kr/frt/biz/bbs/layout01/selectBoardArticle.do?bbsId=BBSMSTR_000000000074&nttId=1705617))

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Chapter I Introduction for Project

A. General Information

1. (Purpose of RFP)

The purpose of this instruction is to define all the details related to the RFP for selecting a developer of maintaining and operating facilities in the 6th and 8th districts in Song-Do Land Mark City.

2. (Terminology/Definition)

- ① The terminology & definition of languages which are used in this guideline is as follows:
1. “This project” means a development project that a private or public entity participates in and propose for a unit development district business project which is based on the approval on change in plan for development plan announced on May 31st 2016 (IFEZ announcement #2016-109) and on the approval on change in plan for execution plan announced on March 28th 2016 (IFEZ announcement #2016-61).
 2. “Song-Do’s 6th & 8th district development Plan Change” means establishing changes on the plan which based on approval of change which is announced on May 31st 2016 (IFEZ announcement #2016-109)
 3. “Proposed Sites” means the areas where the development will take place and be governed by the Article 4 of this guideline.
 4. A “Unit Development District” means a piece of development district project which has been divided into when the Free Economic Zone is divided into more than two areas based on Article 6.1.3.2
 5. An “applicant” means the person who applied for this RFP with qualifications defined in Article 7 of this guideline (legal person, a legal person to be set up, a public organization, or etc.)

6. A “preferred bidder” means an applicant who has been selected according to the Article 18 of this guideline and thus acquired qualifications of the Article 7 to preferentially enter into negotiation with the Free Economic Zone Authority regarding the project agreement.
 7. A “Project Agreement” means an agreement signed between IFEZ and a preferred bidder according to the Article 20.1 to proceed the project.
 8. “Executor of Development Project” means an applicant who has been selected as a preferred bidder and signed a project agreement with IFEZ according to the Article 20 of this guideline.
 9. “Application for the RFP” means the application form to be filled in by the applicant according to the <Form 1> and necessary documents to be attached.
 10. “Project Proposal” means a comprehensive basic plan which an applicant draws up based on <Appendix 2 “Detailed Guideline for Project Proposal”> and submit.
 11. “Total Budget” means total costs such as research, designing, constructing, compensating fees, all the taxes which will be required to be spent to accomplish the project based on the Business Proposal which the applicant submitted to IFEZ.
 12. “Foreigner” means a person who satisfies the Article 2 (1).1.ENFORCEMENT DECREE OF THE FOREIGN INVESTMENT PROMOTION ACT
 13. “Foreign-invested company” means a company which satisfies the Article 2 (1).6 ENFORCEMENT DECREE OF THE FOREIGN INVESTMENT PROMOTION ACT
 14. “Evaluation Committee” means a committee which consists of evaluators in order to evaluate a business proposal which was submitted by applicants.
- ② Terminology which has not been defined in section 1 will be regulated and interpreted according to the laws and regulations of the Republic of Korea.

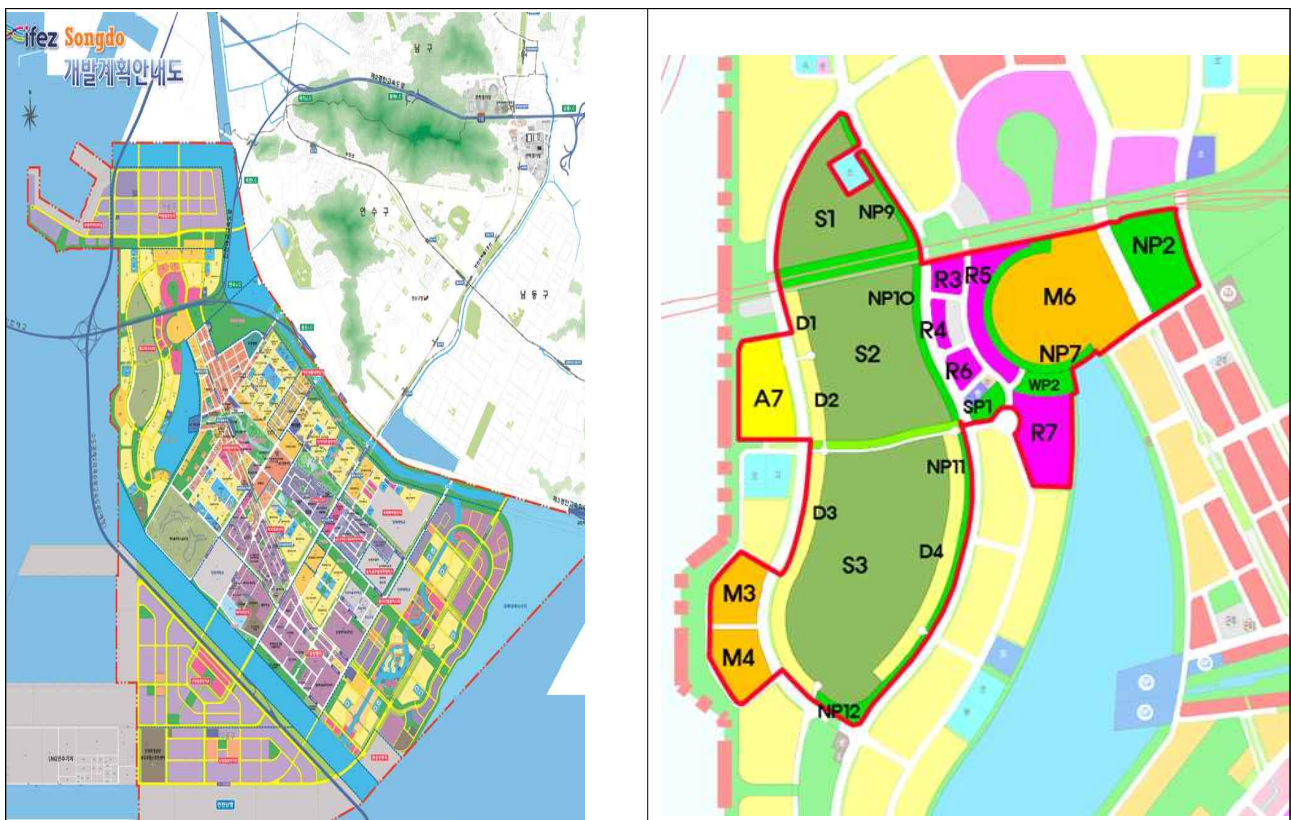
B. Overview of the Project

3. Purpose of the Project

The purpose of this project is to select a developer who will develop Song-Do's 6th and 8th districts in the IFEZ considering characteristics of the project so as to invigorate the local economy by attracting foreign direct investments and a well-planned development.

4. Project Overview and Scope

1. Name of Project : Development for Song-do's 6th and 8th districts
2. Total extent : 1,281,078.9m² but it is changeable by 10% or so depending on other business plans such as the Water Front Project, or depending actual result of the survey. Depending on the proposed concept, the Sports Facility Area(S1,S2,S3) can be leased, in this case the leasing fee will be decided under related law and discussion.
3. Designated purposes of the land : residence, commercial-residential complex , commerce, and sports, parks/recreation
4. Location : Incheon Metropolitan City, Yeon-su Gu, Song-Do Dong's 6th and 8th districts (please refer to "Site Planning Chart")
5. Duration of the project : applicants propose the duration and IFEZ finalize it after a review on the project



〈Existing Site Plan for Proposed Sites〉

Reference			Extent	
Block. No.	Address	Purpose	m²	Pyung
R3	398-11	Commercial	14,555.0	4,403
R4	398-8		8,506.0	2,573
R5	399-1		37,740.8	11,417
R6	398-6		11,712.2	3,543
R7	399-4		58,553.4	17,712
Sub-Total			131,067.4	39,648
D1	393-3	Independent Housing	11,755.2	3,556
D2	393-6		14,911.2	4,511
D3	394-4		46,050.4	13,930
D4	394-5		47,534.2	14,379
Sub-Total			120,251.0	36,376
A7	392-1	Apartment Complex	63,136.8	19,098
Sub-Total			63,136.8	19,098
S1	320	Sports Facilities	125,854.5	38,071
S2	393-1		223,299.9	67,548
S3	394-1		368,248.1	111,395
Sub-Total			717,402.5	217,014
M3	328	Mixed Use	37,473.7	11,336
M4	328		40,993.0	12,400
M6	328		170,754.5	51,653
Sub-Total			249,221.2	75,389
Grand Total			1,281,078.9	387,525

- ※ 1. For information on detailed extent and other information, please refer to the Approval on the execution of the 6th and 8th districts development plan (Notification by IFEZ No. 2016-61, 2016. 3.28.)
2. The Park(public parks¹⁾ & related sites), parking space in the existing site plan can be changed as long as maintain its total extent. The detail of managing plan, such as sales of park, placing of park, contribution to government, need to be discussed with IFEZ. However; the changes in SP1, Wp2 need to be pre-discussed with IFEZ since it has infrastructure underground.
3. In case of other public land(road, government buildings) and etc. land(gas station, etc) included in the proposed sites, the total extent need to be maintained and if there is location change, it need to be pre-discussed with IFEZ.

1) NP2, NP7, NP9, NP10, NP11, NP12

5. Business Plan

① Master Planning (Development Concept)

1. The master plan can be referred existing “song-do 6th 8th development plan(IFEZ posting 2015-344) or can be altered in culture, tourism, leisure, industrial and R&D facility depends on the applicants creativity. (but, the development plan must meet the purpose of assignment of Free Economic Zone and purpose of the development and to be finalized it need to be reviewed and permitted by Minister of Ministry of Trade, Industry and Energy.
2. If the master plan is changed as it described in above provision, the total extent for each purpose of land need to be maintained as originally planned. Also other affecting aspects such as capacity of infrastructure, volume of transportation, education, environment, need to be thoroughly evaluated and it need to be included in the proposal.(But, the changes in Sports area will be flexible up to applicants creativity as long as it maintain its original extent)
3. If the master plan is changed as it described in above provision, the proposed total number of house hold need to be maintain similarly with existing plan. The M6 also can be changed based on applicants creativity and idea if it occurs increase in number of house hold the related affect because of the increase, such as infrastructure, location of school and so on need to be thoroughly evaluated and it must be acceptable for government. If the changes related other government bodies such as Ministry of Education, th applicant need to directly discuss with the office and all the disadvantages not following government bodies’ recommendations will be solely the applicants responsibility.
4. The master plan must consider creating consumer attractions by developing commercial, leisure, cultural integrated function and also creating jobs for younger generation by creating software, multimedia, contents development industry.
5. An applicant should establish a plan a sustainable and considering areal characteristics, which is sustainable, environment friendly and of a high quality. Also, it needs to be planed in the way that the proposed site development can be harmonized with existing plans around sites such as waterfront project.
6. The proposal must include long term vision for the project, solid and executable development plan, detailed plan and financial planning including total project budgeting with payment plan for the land acquisition payment.

② A plan for major infrastructure, transportation/traffic, and effective pedestrian routes

1. When planning an urban infrastructure including water supply and drainage, and traffic roads, an applicant should base the new project plan on the IFEZ's current development plan. The section (The Red Line in exhibit 1(P.36) shown in the current stage of the development should follow the existing plan (the width and shapes should not be changed)
2. An applicant should take various factors into consideration in his planning; parking space, traffic volumes, and walking. The traffic plan should be able to accommodate additional traffic volume possibly caused by the development plan and should be well-connected with the traffic system in the surrounding area.
3. To create pleasant pedestrian passage, the extra consideration and plan need to be places especially for the crossroads of pedestrian & bike lane and motorways, such as building bridge. The bike lane plan need to be integrated with surrounding development plan.

6. (Related Plan and Legal Consideration)

- ① An applicant must comply existing plan & regulations such as 「2030 Incheon Metropolitan City Master Plan」 , 「2020 Metropolitan Area Reorganization Plan」 and 「Special Act on Designation and Management of Free Economic Zones」 , 「National Land Planning and Utilization Act」 , 「Protection of Military Bases and Installations Act」 , 「Aviation Act」 , 「Landscape Act」 and the applicant should be responsible for the disadvantages and loss caused by violation of the laws and regulations.

Chapter II Qualifications & Submission

7. Qualification for Applicants

- ① The applicants must satisfy conditions on “SPECIAL ACT ON DESIGNATION AND MANAGEMENT OF FREE ECONOMIC ZONES” Article 8-3 (Designation of Development Project Operators) and Article 6 - 5 “ENFORCEMENT DECREE OF THE SPECIAL ACT ON DESIGNATION AND MANAGEMENT OF FREE ECONOMIC ZONES” or must satisfy those within 90 days from the finalist announcement.
- ② Any entity who has been limited or prohibited on applying for RFP or investment based on any law such as 「ACT ON CONTRACTS TO WHICH THE STATE IS A PARTY」, 「ACT ON CONTRACTS TO WHICH A LOCAL GOVERNMENT IS A PARTY」, 「MONOPOLY REGULATION AND FAIR TRADE ACT」 on the date of application, cannot participate this RFP.
- ③ The applicant must submit policy of RFP Application surety Bond which has face value of 1% of proposed land price. (「ACT ON CONTRACTS TO WHICH THE STATE IS A PARTY」 Article 12, its enforcement Article 37, and its rule Article 53)

8. Submission

- ① The applicant must submit the proposal and all required documents according to <attachment #1> 「Schedule for Selection of the developer」
- ② The applicant must submit the proposal under name of the representative of the entity. If the applicant is a consortium, the applicant must submit the proposal under name of the major share holder of the consortium or its representative with its power of attorney. In this case, it must submit “a memorandum” which shows relationship and role of each member of the consortium, and certified “the power of attorney” from the major shareholder. If the ownership structure or any relationship change is occur in the memorandum or there is new memorandum signed among members of the consortium, the copy of the changes or new memorandum must be submitted to IFEZ as well.

- ③ The entity who is going to enter into “Business Agreement” must be same entity with who is submitting the proposal.
- ④ Among required documents, the applicant who fail to submit “balance sheet”, “Profit & Loss statement”, “Financial Ratio”, “ (written) report on the settlement of accounts” or “audit report” based on 『ACT ON EXTERNAL AUDIT OF STOCK COMPANIES』 (but, a company which is not relevant to adapt 『ACT ON EXTERNAL AUDIT OF STOCK COMPANIES』 can submit “report on the settlement account” instead of the “audit report”) cannot participate for this proposal, and the breach of this will cause cancelation of the proposal.

Chapter III Business Plan

9. Criteria for Business Plan

- ① The applicant must make a proposal based on the contents which contains in <Attachment #2> 「Detailed Guide line for the Business Proposal」
- ② The evaluation for the proposal will be mainly focused on successful areal development and prosper of local economy including recruitment of foreign direct investment, change in development plan. Therefore; the applicant must state proper answer which suitable for each evaluation criteria.
- ③ In case of the main actions in the proposal will not executed, or if there is a great gap between proposal and actual development, the applicant might get disadvantages such as loosing the “preferred finalist” status. Therefore; the applicant must consider the feasibility of the realization of the proposal.
- ④ The cover for the proposal must contain name of the applicant and name of representative the organization (in case of consortium, the major shareholder’s), and must contain it’s legal seal (in case of foreigner, its signature) and also between each pages.
- ⑥ All submitted document must issued after the announcement date, however; if a document have to be submitted which as prior issue date than the announcement date, the applicant must also submit statement which explains the reason.

10. Submission of Business Plan

- ① The proposal must be consist of 「Corporate Introduction & required documents」 , 「Business Plan」 , 「Summary of Business Plan」 and must submitted one copy of original with fourteen copies. (total fifteen sets)
- ② The financial information will be acceptable bind those information to a separate binder when it submit the proposal and required documents.
- ③ IFEZ may request additional documents which required in evaluation process to the applicants.
- ④ All the financial data need to be reviewed by Certified Public Accountant or Licensed Tax Accountant.
- ⑤ All the submitted documents for the evaluation including the proposal cannot be altered or supplemented after the submission deadline. (March 10th 2017. 15:00PM Korea Local Time)

11. Other Application Documents for RFP

- ① The application documents list for RFP is as below. In case of foreign applicants, if it is impossible to submit certain documents due to law or systematic difference of the nation, the document can be substitute with most possibly closest official documents under the IFEZ's approval.
- ② All the cost related to producing and submitting this proposal is the applicants responsibility. All the submitted documents for the evaluation including the proposal will not be returned.

- RFP participate Application <attachment #1>
- The Proposal (for the cover use<attachment #2>)
- Written oath for Anti Corruption <attachment #3>
- Investment Confirmation <Attachment #4>
- Entity Registration and Certification of legal seal
- Business registrations and copy of license
- 전산파일(USB 2개)
- electrical copy (USB 2 each)
- Additional Documents for the evaluation :
 - Financial Statements for recent 3 years (Reviewed by CPA, or Licensed Tax Accountant)
 - 3rd party audit report (if there is no Audit Report, report on the settlement of accounts)
 - Shareholder Structure and Plan for share ratio <attachment #5>
 - Records of Performance (recent 5 years in similar industry) or Introduction for Project Portfolio <Attachment #6>
 - Entity General Fact Sheet<Attachment #7>
 - Entity Profile <Attachment #8> • Balance Sheet <Attachment #9>
 - Profit & Loss Statement <Attachment #10>
 - Financial Ratio <Attachment #11, #12> • 3rd Party Audit Report <Attachment #13>
 - Appointment of Representation <Attachment #14>
 - Estimated Balance Sheet <Attachment #15>
 - Estimated Profit & Loss Statement <Attachment #16>
 - Estimated Cash Flow Statement <Attachment #17>
 - Total Budget <Attachment #18, #19>
 - Fundraising Planning <Attachment #20>

Chapter IV Evaluation & Selection

A. Evaluation for the RFP

12. In general

- ① The evaluation process will be divided into two stages, the document screening process and the project evaluation.
- ② In the document screening stage, whether the project proposal and the attached documents that an applicant submit satisfy the basic requirements will be determined. The project proposals that pass the screening are entitled to be evaluated. The IFEZ might require additional documents necessary for the evaluation.
- ③ The entire evaluation process will be performed by a Evaluation Committee which consist of industry experts whom are selected by IFEZ.
- ④ The calculation for the time spend will be based on RFP announcement date unless there is a specific rule.

13. Evaluation Criteria

- ① The evaluation committee will evaluate the capabilities of an applicant (corporation or organization) (50%), and the project plan (50%). The capabilities of an applicant will be subdivided into the applicant's portfolio, and his ability to carry out this project. The project plan will be evaluated based on its rationality, relevance and operation/ management plan.

Reference	Item to be evaluated	Scoring ratio	Total points
Applicant Evaluation(50%)	Applicants Portfolio	100	500
	Financial Health	150	
	Ability to carry out project	50	
	Fund Raising Planning	200	
Business Plan Evaluation (50%)	Rationality of the Plan	250	500
	Relevance of Execution	100	
	Operation/management Plan	50	
		100	
Total Score		1,000점	
Bonus Score	FDI(Higher than USD 100,000,000) Submission of Register and Investment Confirmation Letter	3% of Total Score(30점)	

14. Specific items to be evaluated for and the evaluation standard

① Evaluation of an applicant (500 points)

Item to be evaluated	Contents to be evaluated	Scoring	Reference
Applicants Portfolio	• Structure of shareholders (investors) and Share ratio • Scale of the applicant & his capabilities (total assets, sales, net profits, market share, number of employees etc. • Debt-to-equity ratio, turn-over rate, and profit rate • Investors' credit and investment capabilities • Financial ratio of the recent three years	100	
Ability to carry out project	• Relevance of budgeting total project and investment • Relevance of forecasting revenue and profit & loss • Phased fundraising planed and execution plan. • Relevance in Shareholder' s equity investment planning (equity ratio, shareholder' s solvency, fundraising plan) • Probability of shareholder' s 3rd party funding. (3rd party' s fundraising plan, security of fundraising, and the condition for the fundraising.) • Similar Development Experiences intentionally locally in most recent five years.	300	

② Project plan (500 points)

A. Contents of the Project (400 points)

Item to be evaluated		Contents to be evaluated	Scoring	Reference
Rationality of the Plan	Development Concept & Theme	• Creativity & Globalism of the concept & Theme • Relevance of development direction and objective of the project • Public interest of the development concept	150	
	Relevance of space design and effective use of the land	• Originality of the plan • Harmony with the surrounding landscape • Superiority of the environment-friendly plan • Relevance of the plan functioning and connectivity	50	
	Differentiation from the development plan of the surrounding area	Differentiation from the similar development plan for the surrounding area • Contribution to the local community • Connectivity with the facilities of the region	50	
Relevance of Execution Plan	Relevance of analysing the market survey	• Relevance of analysing the demand such as market survey • Validity of estimating the profit rates and business profitability • How to increase the market demand	50	
	Viability of the project plan	• Relevance of the project performing method • Relevance of the business process and duration • Relevance of analysing risks • superiority of guaranteeing the project performance and completion	100	

B. Project operation plan (100 points)

Item to be evaluated	Contents to be evaluated	Scoring	Reference
Contribution to local Society Management Plan	• Superiority of organizing the partnership companies and operating the workforce • Superiority of project promotion and advertisement plan • Superiority of sales plan including letting out (tenants)	50	
	• Size of the regular employees • Plan for employing local residents • Potential of high value added effect of the plan	50	

15. Evaluation Method

- ① Specific items should be classified into 5 categories and be evaluated in an absolute term, and the scoring ratio for each class is as follows:

Class	A	B	C	D	E
Scoring ratio(%)	100	90	80	70	60

- ② The score an applicant acquires is produced by dividing the total points, combined (out of 500 points) for evaluating the capabilities of an applicant, and (500 for) the project planing by the number of the evaluators.
- ※ If an applicant scored additional points, the points will be added into the total score.
- ③ The final score will be the combination of the total score and the additional points which an applicants acquires additionally. The highest scorer will be selected as a preferred bidder.
- ④ If two or more applicants acquire the same total points, the applicant who scores highest points in the order of applicant's capabilities, project contents, and project operation plan will be selected as a preferred bidder.
- ⑤ An applicant who acquires less than 350 points in either section of an applicant's capabilities (out of 500 points) or a project plan (out of 500 points) will not be selected as a preferred bidder.

B. Selection of a preferred bidder

16. Formation of Evaluation Committee

The IFEZ forms an evaluation committee in order to select a preferred bidder through a fair evaluation, and the committee will be constituted of 10 IFEZ–selected experts in the relevant fields.

17. Confidentiality of Evaluation Process

- ① For the fairness of evaluation, the evaluation process and the list of evaluators will not be available to the public in advance, the result of the evaluation will be released in the web site of the IFEZ.
- ② In operating the evaluation committee, the policies of IFEZ will applied and applicants will not raise any objection to the evaluation results.

18. Selection of Preferred bidder

- ① IFEZ selects a preferred bidder among the applicants based on the result of the evaluation committee's evaluation on project proposal and the attached documents according to the Article 12 and 15.
- ② The preferred bidder (the highest score winner) should satisfy all the following requirements within 90 days since he was selected.
 - a. to satisfy the requirements (to complete the registering process when a special purpose companies need to be established) of Art8.3 of the Special Act on Designation and Management of Free Economic Zones (designation of developers) and Art. 6.5 of the Enforcement Decree of the Special Act (designation of developers)
 - b. The shareholder ratio of the project proposal and their share ratio should be maintained.
 - c. If an applicant has scored additional points for the FDI confirmation, he should receive a verification from IFEZ for the confirmation of the investment after registering the investment.
- ③ The preferred bidder (the highest score winner) will lose the preferred bidder status the next day if he fails to satisfy the requirements of the Section 2, and 'the Incheon Free Economic Zone Authority is able to confer the preferred bidder status on the second highest scorer.
- ④ The person, who has acquired the preferred bidder status according to the section 3, needs to satisfy the requirements of each paragraph of the Section 2 within 90 days after he acquired the preferred bidder status.

- ⑤ Incheon Free Economic Zone Authority might not select a preferred bidder of this project if the second winner fails to meet the requirements of the Section 4.
- ⑥ Incheon Free Economic Zone Authority might not select a preferred bidder if it decides that no bidder is appropriate for the purpose of the Request for the Proposal as a result of the evaluation.

19. Cancellation of Selected Preferred Bidder

- ① Incheon Free Economic Zone Authority is able to invalidate the project proposal of an applicant or is able to cancel the selection of a preferred bidder.
 - a. In case an applicant falsely states the contents of the project proposal and attached documents in the process of bidding for this proposal request.
 - b. In case any falsity or important errors are found in the project proposal that the preferred bidder submitted as a result of the evaluation, or any objectively reasonable suspicion that the business cannot be carried out is raised
- ② In case the problem of the paragraph 1 occurs, Incheon Free Economic Zone Authority can select the second highest winner as a preferred bidder, and other matters related to preferred bidder selection should be dealt with based on the Article 18.

Chapter V Entering into Business Agreement

20. Entering into Business Agreement

- ① The applicant who was selected as the preferred bidder should respond to the consultation with the Incheon Free Economic Zone Authority, and sign a business agreement within 90 days of the next day when the preferred bidder was selected. In case the business agreement is not signed within 90 days, Incheon Free Economic Zone Authority can invalidate the selection of the preferred bidder.
- ② If the preferred bidder does not respond to the consultation of the Incheon Free Economic Zone Authority, or he does not follow the consultation in the project agreement he might experience disadvantages. If the preferred bidder is found to have been selected through falsity or in any other illegitimate way, the business agreement becomes invalid.
- ③ The business agreement should contain the contents of the following paragraphs.
 - a. Responsibilities and duties of the Incheon Free Economic Zone Authority and the developer
 - b. Permission/licensing and business execution (work schedule)
 - c. Fund-raising (foreign capital, and national capital)
 - d. Termination of the business agreement
 - e. Referencing the Incheon Free Economic Zone Authority's suggestion in the development plan
 - f. Details of the extra miscellaneous decisions through a negotiation between the Incheon Free Economic Zone Authority and the developer after the main business agreement.
 - g. Re-investment of development profits.
 - h. Necessary details needed for development plan including the main guideline.

21. Developer as a Consortium

- ① Each member constituting the Consortium should jointly fulfill all the duties of the business negotiation towards the Incheon Free Economic Zone Authority.
- ② If the developer does not fulfill the duties of the para ① above, or changes the Consortium without prior approval in writing from the Incheon Free Economic Zone Authority, the IFEZ can terminate this agreement.

22. Submission of business agreement execution surety bond

- ① The preferred bidder must submit policy of business agreement execution surety Bond which has face value of 1% of proposed land price. (「ACT ON CONTRACTS TO WHICH THE STATE IS A PARTY」 Article 12, its enforcement Article 37, and its rule Article 53) within 10 days of the signing date of the business agreement.
- ② other detailed matters regards to business agreement execution surety bond will be set in the business agreement.

23. Default of the Business Agreement

- ① IFEZ may default the business agreement with preferred bidder, if any of following case occur.
 - 1. When the preferred bidder give up the development project without any proper reason or fail to submit the Business Agreement Execution Surety Bond which indicated in Article 22 - 1.
 - 2. When the preferred bidder give up the development project without any proper reason.
 - 3. When the preferred bidder fall into bankruptcy, work-out, rehabilitation, etc. so that it is obvious it cannot carry out the development project.
 - 4. When the preferred bidder clearly violate against the business agreement.
 - 5. When the preferred bidder does not break the ground by promised date without proper reason or fail to keep the progress of development which stated in the

business agreement so that it is obvious that it cannot carry out the development project by permitted time frame.

6. When preferred bidder sold whole or partial development right of the proposed development site against the business agreement.
7. When the preferred bidder has not keep the development schedule which mandated in business agreement even after 30days IFEZ issuing complaints or order to correct.
8. When the preferred bidder use the development site other than designated use which mandated in the business agreement, or intentionally delaying the development project for the purpose of change the designated use to other use.
9. When the preferred bidder significantly damage original purpose of this development project or intentionally or with gross negligency delaying or stopping this development project.
10. Other detailed matter will be set in the business agreement.

24. Interpretation

In principle, business agreement should be written in Korean language even of the developer is a foreigner (or foreign legal entity). The English version of the agreement could be added, but if the two versions are interpreted differently, the Korean version should prevail.

25. Governing law and dispute resolution process

The business agreement should be governed by the Korean laws and regulations. Over the dispute related to this guideline, Incheon District Court has the jurisdiction to hear the case in the first instance.

26. Indemnification for Damage

- ① When the business agreement is defaulted due to article 23-1, the business agreement execution bond will be claimable to IFEZ and the preferred bidder must restore the development site to original condition, including all the structures and

buildings.

- ② If IFEZ get any damage from the default of the business agreement due to article 23-1, the preferred bidder must compensate its damage and loss.

27 Force Majeure

- ① If the involved party cannot fulfill what it mandated in the business agreement due to Force Majeure, the affected party need to submit written notice to other party within 30days of when it happened. In this case it is not considered as violation of the business agreement. However; the force majeure directly affected on the fulfillment of the business agreement and the party must try reasonably its best to fulfill the requirement, and the party continuously do its best to fulfill the requirement best of its ability.
- ② If it is objectively clear that despite the involved party do its best to fulfill the requirement the requirement cannot be satisfied due to Force Majeure, it does not considered as breach of article 26.

28 Limitation of Transfer

After the business agreement has signed the preferred bidder cannot transfer its right to 3rd party. It is to control risk of changing preferred bidder's identity.

Chapter VI Miscellaneous

29. Confirmation of Business Area

The developer must inspect the site of the land which he wish to develop and check all the necessary information including the city management plan before drawing up a business plan

30. Familiarity for Related Subjects

The developer should be aware of all the necessary information required for land ownership such as the RFP guideline and business agreement prior to applying for the business plan and the Incheon Free Economic Zone Authority regards it as the applicant's approval.

31. Adjustment for Business Plan

- ① The preferred bidder should review the landscape planning in advance before he proposes the development plan to the IFEZ. The matters which have been agreed between IFEZ and the developer should be reflected into the changed plan of development. If an agreement is not reached, the IFEZ reserves an authority to decide.
- ② The development plan (changed) that a preferred bidder suggests should go through the consultation with the responsible Ministry and the Ministry of Trade, Industry, and Energy. However, parts of the plan which has been agreed between the preferred bidder and IFEZ can be changed depending on the results of the consultation with the responsible Ministry and the Ministry of Trade, Industry, and Energy.

32. Q & A

- ① The applicant is entitled to raise questions in writing regarding the business plan by filling in the 'Form 21' of during the session designated in the 'Appendix 1', email to Korean inquiries: lms2397@korea.kr, English inquiries: nickkim@korea.kr.
- ② All the Q&A during the Q&A designated session, will be posted and share through IFEZ homepage (www.ifez.go.kr) IFEZ News section.

33. Miscellaneous

- ① All the documents submitted by the applicant will not be returned. All the expenditures required for filling in the document form and submitting the documents should be borne by the applicant.
- ② IFEZ may use the contents of submitted documents whether it has been selected or not for publication or exhibition without paying any copyright for it.
- ③ If there is a difference in the process of interpreting the guideline, the interpretation of the IFEZ will prevail, and the applicant should follow the interpretation and opinion of the IFEZ, and the applicant cannot raise a objection to the decision.
- ④ The business applicant who violates the guideline will lose the right to participate in any time.
- ⑤ It should be considered that parts of the 6th and 8th Industrial Area are already taken for undergoing a business with the existing developer (A8, A11~A16)

<Appendix 1> Schedule for Selection of Preferred bidder

내용	시기	비고
Issue of RFP	December 2016	○ Publish “Instruction to Proponents” at IFEZ Home Page (http://www.ifez.go.kr)
Project Briefing Session	January 2017	○ Date : January 10 th (Tuesday) 10:00AM 2017 ○ Location : Song-do G-Tower Auditorium(3rd floor) (Changeable)
		○ Q&A : ‘17. 1. 11(Wed) ~ 12(Thu) ○ Q&A Method : use Attachment 21 in Instruction ○ Date of Answer : ‘17. 1. 20(Fri)Planned ○ Method of Answer : http://www.ifez.go.kr (For in-depth question which may require more time)
Accepting Submission of Proposal	March 2017	○ Application Deadline : ‘17. 3. 8(Wed) ~ 3. 10(Fri) 15:00 ○ Submission Method : Hand Delivery in Person ○ Location : IFEZ Tourism & Leisure Team (Songdo G-Tower 30 th Floor Service Industry Team)
Announcement for Preferred Bidder	April 2017	○ Evaluation : ‘17. March~April(Planned) ○ Announcement : ‘17. April(Planned) ※ IFEZ Homepage

* The schedule can be changed depending on the circumstances. Inquiry for schedule is to IFEZ Service industry Division Tourism & Leisure Team (☎ 82-32-453-7341~7342 / English Inquiry 7344).

<Appendix 2> Detailed Guideline for Drawing up a Business Plan

1. General

- ① The guideline states what should be abided by when drawing up a business plan and illustration. Matters which this guideline does not provide can be made upon the applicant's own decision.
- ② Any sign recognizing the applicant can be denoted in the "business plan" and illustration.
- ③ In principle, all the documents should be written in Korean language. If they were inevitably written in a foreign language, they should be translated into the Korean language to be submitted. If the two versions are interpreted differently, the Korean version should prevail.
- ④ Among the documents, the one which needs verification and confirmation from relevant institute or association should be verified or confirmed to be submitted.
- ⑤ As the business plan serves as a foundation of the development plan and business execution plan, it should be drawn up based on the facts with accuracy.
- ⑥ If the applicant is found to violate the guideline in drawing up the business plan or intentionally falsify the plan, he will have points deducted as a penalty in the document screening process, be excluded from the evaluation or disqualified to apply for the Request.
- ⑦ The calculation for the time spend will be based on RFP announcement date unless there is a specific rule.

2. Guideline for drawing up a business proposal

A. Main indicator - seeking advice from outside accounting agency

- ① Price-setting standard : the current price of the day when the Request for Proposal was released.
- ② Real discount rate : 6% per annum
- ③ Loaning interest rates : 3 year maturity corporate bond as of the day the RFP was released (Non-guaranteed AA-) Distribution earnings rates
- ④ Savings rate : Term deposit announced by the Bank of Korea as of the day the RFP was released(From six months to less than 1 year)
- ⑤ Exchange rate : Seoul Money Brokerage Corporation Announced rate on the day of the RFP was released.
- ⑥ Inflation Rate : 3% annual
- ⑦ Measurements : international System of Unit (SI)

B. Constitution and drawing up of business proposal

- ① Business proposal should be written with the current status of the company and its auxiliary documents, business plan, and summary of the business plan being dissection and separated.
 - 1) The current status of the company and its auxiliary documents,
 - 2) Business plan
 - 3) Summary of the business plan
- ② The business proposal need to be written as following “table of contents” However; depending on the needs it can be divided into sub directory or can be partially altered. The business proposal must written specifically so that the questions, such as evaluation criteria in article 13, article can be answered.

1) Applicant's Portfolio

- Application for RFP
- Ownership Structure & Plan for Share Ratio
- Applicant's Scale & Ability
- Applicant's Owner's Equity, Debt Ratio, Turnover Ratio, Rate of Return, etc.
- Investors Credit and Ability to invest
- Investors most recent 3 years of financial ratios
- Total budget & Investment
- Plan for Sales & projected P&L
- Plan for Capital budgeting by development phase
- Plan for Owner's Equity investment plan
- Plan for Capital Loan or financing
- Most recent 5 years of similar development Experience
- Supporting Documents

2) Business Plan

- Development Concept & Theme
- Development Goal & contents of the plan
- Creativity of the Development Plan
- Adaptation
- Harmony with existing environment
- Environment Friendly Plan
- Distribution of adaptation
- Competitive advantages of existing similar development project of the region
- Contribution for local economy

- Related plan with Existing infrastructure
- Analysis on market and demand
- Projection of Profitability of the project and rate of return
- Plan for creating demand
- Structure of business Organization
- Process of execution and development terms
- Risk Analysis
- Guarantee of business execution and construction completion
- Organization structure of the joint venture & human resource plan
- Plan for advertisement & marketing
- Plan for Tenant and sales
- Scale of full time employee
- Plan for local job creation
- Economic effect of high value creating business

3) Summary of the business plan

C. Standardized submission requirement form

- ① Business plan should printed on both sides of a white A4 paper, and be submitted in less than 250 pages in 12 copies.
- ② The scale of map and floor plan has no regulation. It should be printed in A4 in principle but you can use A3 and fold it if necessary. However, A3 is counted as 2 pages.
- ③ The main text excluding tables and illustrations should be written in the form of 14 point size and 180% line spacing.
- ④ All the books and illustrations can be printed in color and illustrations can be reduced to be contained in the business plan. The illustrations contained will not be counted

when counting pages.

D. Submission of electronic file

- ① USB should be produced for submission separate from the business plan.
- ② USB fulfilling the following requirements should be submitted in 2 copies.
 - Should contain a business plan (including the summary and application documents), illustrations, and all the other contents included in the documents to submit, DVD materials. Image file can be submitted in the form of *.hwp, *.jpg, *.dwg(less than Autocad Ver2007)which is compatible with IBM-PC
 - Basic sources needed for an image work (a 3D model or mapping source) such as a bird's eye-view photos and three dimensional pictures

E. Guideline for drawing up a business plan

- ① You should be well informed of this guideline when drawing up a business plan
- ② Details of the guideline for drawing up a business plan is as follows:
 - 1) The Applicants Portfolio
 - (1) Constitution of Consortium
 - Matters related to consortium and legal entities should be stated in the form 4 to form 6 and other matters requiring evidence should be submitted in the form of auxiliary documents.
 - Matters related to the financial state of the investor should be stated in the form 9 to form 12 and other matters requiring evidence should be submitted in the form of auxiliary documents.
 - Business performance results of the past 5 years which are relevant to this business can be stated in your own preferable way, but evidentiary documents, if any, should be submitted as supplement
 - Opinions on audit reports should be submitted with the audit reports of the recent

3 business years being attached as supplemented.

- Among the investors if there is anyone who can submit credit report from financial institute, the representable measure (such as BIS) need to be written.
- Attachment 14 Letter of Representative Appointment
- Agreement or contract among the member of the consortium or investor
- Plan for role and responsibility of each member or party of the consortium. (construction, finance, project management etc.)
- Each member of consortium or investors Credit Rating. (by Credit rating company which permitted by 『Capital Market and Financial Investment Services Provider Act 』 as permitted credit rating company or by internationally recognized credit rating organization. Credit Rating within 3 years of evaluation of company bond or company credit)

(2) Plan to raise financial capital

- Plans to raise financial capital should be drawn up separately by raising method and by the year
- A specific plan is required for using borrowed money
- Investment confirmation of the investors and documents verifying the financial institutions' intention to lend money should be submitted as supplement.
- Specific method of financial management should be stated regarding the returns and profits occurring in the process of the business execution

2) Business Plan

(1) Comprehensive development concept

- Drawing up a detailed development plan which is possible to realize according to Article 5.
- Presenting development concept and theme which meets development purpose of this business

- Establishing strategies to make Song-do a environment-friendly city of world-class high quality
- Presenting development direction connecting and harmonizing with facilities and development plan of similar function in vicinity.
- Establishing a plan through analysis of the market
- Presenting an optimal development direction with publicness and profitability being considered.
- Stating a strategy specialized to invigorate the complex in an early stage
- Master Plans : Master Plan, Bird eye view(3D), perspectives(3D), Building Arrangement, infra structure Arrangement, etc.

(2) Plan for locating the complex and traffic

- Comprehensively locating facilities and land usage
- Presenting rational logics for the land usage
- Establishing the plan convenient to the complex visitors by designing the traffic roads and moving line within the complex
- Plan for landscape and gardening of the whole complex
- Evaluating the impact of the population influx on the infrastructure and its capabilities and establishment plan
- Master Plans : Master Plan, Bird eye view(3D), perspectives(3D), Building Arrangement, infra structure Arrangement, etc.

(3) Analysis on Market & business value

- When stating the analysis of the business value, main indicators and conditions should be presented. Investment plan, sales plan, and cash flow plan during the period of construction and operation of business profits should be specifically

stated.

- Standard for drawing up an estimated financial statements (income statement, balance sheet, and cash flow chart) should be clearly presented.
- The total costs should be divided into land cost, construction cost, general maintenance cost and produced based on the current price
- Article 2.2 of the Enforcement Decree of the Act on the Private Investment in Infrastructure
- Construction costs should be divided into unit cost, the extent, and the total costs by industry sources
- Sales and lease prices should be stated by industry and the basis for producing the unit cost and
- Analysing the market environment by facility and presenting the business condition
- Presenting specified basis for estimating the demand by facility
- Main indices and conditions used to analyze the business value should be stated in detail.

(4) Management Plan

- Describe in detail the establishment and operation plan for special-purpose corporations (SPC)
 - Describe the construction & operation period, constitution of the organization, and staffing, job description,
- Management plan for sales/lease/directly managed facilities
- Describe a strategy to attract brand(tenant) and operating companies of important facilities and marketing and promotion
- Describe in detail a plan attracting brand commissioning agencies and tenants
- Provide evidentiary documents or any other form of evidence
- Business risk management plan should demonstrate the scope of the roles and

responsibilities of each investor and their complementary roles. Also the plan for completing the business agreement and finishing the construction.

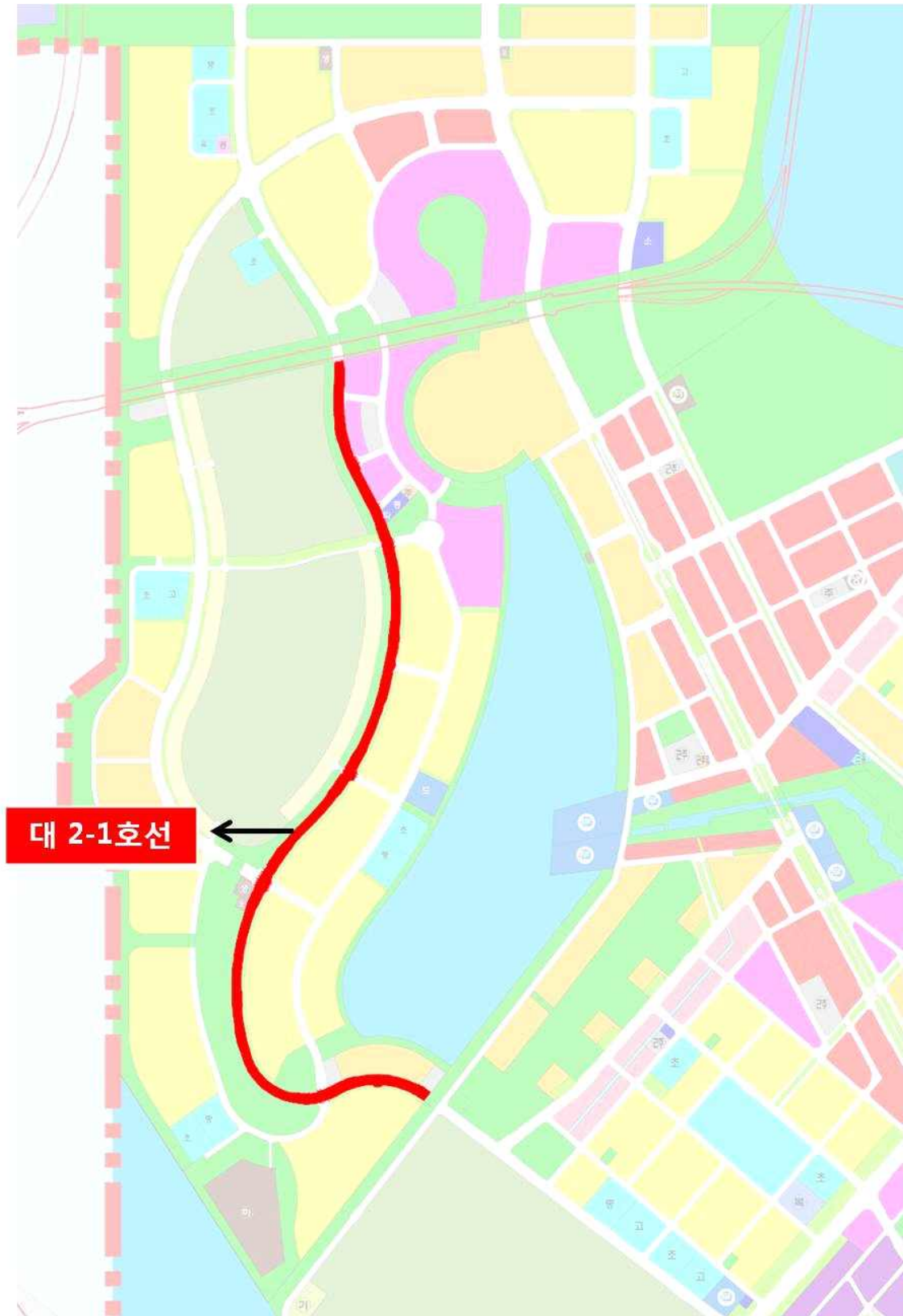
- Annual maintenance and management budget plan

(5) miscellaneous

- If there is evaluation criteria or contents which has not been mentioned in the guide line but applicant think need to be mentioned or explained, the applicant freely add additional contents and explanation.

< exhibit 1 >

Songdo 6·8 District 2nd Phase Road Plan



사업공모 참가신청서 (RFP Application)

회 사 명 (Name of Company)		사업자등록번호 (Business Registration)		
대 표 자 (Representative)		담 당 자 (Person in Charge)	성명 Name	
			전화 Phone #	
소 재 지 Address				

본 사는 위와 같이 귀 청에서 추진하고 있는 「송도 6·8공구 개발사업자 공모」와 관련 공모지침 및 관련법규를 준수하여 공모에 참여코자 사업공모 참가신청서를 제출합니다.

Company described above submit a Application for “Song-do 6.8 district development project RFP” complying related guideline and law.

2016 년 월 일

대표자 (Representative) (인)

인천경제자유구역청장 귀하

Commissioner

Incheon Free Economic Zone

구비서류 : 공모지침서 제11조의 사업공모 참가신청 서류 일체.

Attachment : All documents indicated in Guideline for Proponent
Article 11.

주) 컨소시엄의 경우 각 출자자의 기명날인을 대표자 기명날인 하단에 부기함.

In case of consortium each member signed under representative signature

－ 송도 6·8공구 －

개발사업 사업제안서

Songdo 6·8 District Development Proposal

제1권 기업현황 및 부속서류

(※ 제2권 및 제3권 표지도 본 양식 활용)

2016년 월 일

회사명 Company

대표자 Representative (인)

담당자 Person in charge(Tel.)

Pledge Agreement of Executing Contract of Integrity & Sincere Construction

Name of Project : Songdo 6 8 District development

Company deeply acknowledges incorrupt and clean execution contributes to establish clean business culture and integrity of society.

1. Company will not concerted action or making agreement with other company to help to select certain company by harming fair competition
 - If company is exposed by doing unfair competition activities, IFEZ will deprivate the right to participate for 2 years any of IFEZ related bidding.
 - Company will not raise the issue regards the imposition of penalty surcharge due to violation of monopoly regulations and fair trade law.
2. Company will not provide any monetary or non-monetary benefit to any of IFEZ employee or any member of evaluation committee.
 - If it is exposed by violating this provision, IFEZ will deprivate the right to participate for 2 years any of IFEZ related bidding
3. In case it is exposed that company provided monetary or non-monetary benefit to IFEZ employee or member of evaluation committee, if it is before signing the business agreement, the preferred bidder status will be canceled. If it is after sinning the business agreement, the partial or entire business agreement can be defaulted. Company will not raise any issue regards this.

Company deeply acknowledges that this is strict promise based on trust between parties. Company sincerely pledge to keep all the provisons describe above. Company will not raise any legal issue regards to IFEZ's action including limitation on bidding process due to company's violation of this pledge.

2016 년 월 일

대표자 (Representative)

(인)

인천경제자유구역청장 귀 하

Commissioner

Incheon Free Economic Zone

In case of consortium each member signed under representative signature

투 자 확 약 서

Investment confirmation

(필요성 및 효력 등 검토 Necessity and validity should be reviewed.)

Business name : 6th and 8th District development project 송도
6·8공구 개발사업

본 사는 상기 사업의 우선협상대상자로 선정되는 경우 사업의 성공적인 수행을 위하여 사업공모 참가신청 시 제출한 사업계획서의 내용에 따라 개발사업자의 의무를 성실히 이행할 것을 약속합니다.

This company make an oath that it will faithfully fulfill its duty as a developer in accordance with the business plan submitted at the time of applying for the Request for Proposal it is selected as a preferred bidder of the business above.

2016 년 월 일

Company name

CEO (대표자)

(인)

인천경제자유구역청장 귀하 Commissioner for Incheon Free
Economic Zone

주) In case of consortium each member signed under representative signature

<Attachment 5>

출자자 구성 및 지분율 계획

Ownership Structure & Plan for Share Ratio

(단위 : 백만원 million korean won, %)

출자자명 Name of Investor	주요업태 및 업종 Type of Business	사업자등록번호 또는 주민등록번호 Business Registration # or Social Security #	출 자 주식수 Number of Share	금액 Value	지분율 Share Percent	비고 etc
합 계					100	

주) 1. 금액은 주당 액면금액 기준임. Value is face value of the share

2. 출자자 구성원간의 사업협약서 첨부. Attach Business agreement among the investors

<Attachment 6>

유사개발사업 사업경험 소개서

Similar Business Development Experience

회사명(name of company) :

대표자(representative) :

(2016년 월 일 현재)

번호 #	사업명 Name of Project	참여내용 Form of Participant (투자/운영) (Investment / management)	사업기간 Project Duration	총사업비 (억원) Total Budget	출자금액 (억원) Investment Amount	출자비율 (%) Share Ratio
1.	(사업내용 Project Introduction) - 사업종류(types of development): - 건축물 규모 및 특징(scale of project and characteristics): - 소재지(site address): - 공동사업자 (투자자 또는 운영자)(Business partner(investment or management)):					
2.	(사업내용 Project Introduction) - 사업종류(types of development): - 건축물 규모 및 특징(scale of project and characteristics): - 소재지(site address): - 공동사업자 (투자자 또는 운영자)(Business partner(investment or management)):					
합 계 Total						

<Attachment 7>

법인 일반현황(Entity General Information)

회 사 명 Name of Company		대 표 자 Re pre sen tati ve	성 명 Name	
사업자등록번호 Business Registration			주민등록번호 Social Security #	
본 사 HQ Address		업 태 Category of business		
사 업 장 Branch Address		업 종 Types of Business		
전 화 번 호 Tel.		주 요 제 품 Main Product (Project)		
F a x 번 호 Fax.		설 립 일 자 Establish Date		
자 본 금 Capital	억원	결 산 일 settling day		
총 자 산 Total Asset	억원	주 거 래 은 행 main bank		
매 출 액 Revenue	억원	종 업 원 수 number of employee		명

주) 1. 매출액 및 총자산은 가장 최근의 회계연도 재무제표의 내용을 기재함.

Revenue & Total Asset referred from most recent fiscal year's financial statement.

2. 컨소시엄의 경우 각 출자자별로 작성함.

In case of consortium, each investor need to submit this separately.

<Attachment 8>

법 인 연 력 (Entity History)

회사명(name of company) :

대표자(representative) :

년 월 일 (Date)	내 용 (Contents)

주) 컨소시엄의 경우 각 출자자별로 작성함.

In case of consortium, each investor need to submit this separately.

<Attachment 9>

대차대조표(Balance Sheet)

회사명(company name) : 대표자(Representative) (in 100million won, %)

과목(Category)	년(year)	
	금액(amount)	구성비(ratio)
유 동 자 산 Current Asset		
당좌자산 Cash		
(매출채권 Account Receivable)		
재고자산 Inventory		
고 정 자 산 Fixed Asset		
투자자산 Investment		
유형자산 Tangible Asset		
무형자산 Intangible Asset		
자 산 총 계 Total Asset		100
유 동 부 채 Current Liability		
매입채무 Notes Payable		
단기차입금 Accounts Payable		
기타유동부채 etc Current Liability.		
고 정 부 채 Long-term Liability.		
사채 Note Payable		
장기차입금 Bonds Payable		
퇴직급여충당금 Retirement Benefit Reserve		
기타고정부채 etc LongTerm Liability		
(부 채 합 계) (Total Liability)		
자 본 금 StockHolders Equity		
자본잉여금 Common Stock		
이익잉여금 Retained earnings		
(당 기 순 이 익) (Net Profit)		
자 본 조 정 항 목 Capital Adjustment		
(자 본 총 계) (Total Stockholders equity)		
부 채·자 본 총 계 (Total liabilities & Shareholders' equity)		100

상기의 내용은 사실과 틀림없음을 확인함. I certify that the above facts are true to the best of my knowledge and belief.

2016 년 월 일

주소(address) : 전화번호(telephone number) : ○○회계법인
(CPA) : _____ (인)

- 주) 1. 구성비는 자산총액 대비 구성비를 기재함. The ratio is calculated of total capital
 2. 상기내용 작성시, 해당과목의 차감계정은 순액으로 기재함. The balanced item need to be written as final number.
 3. 컨소시엄의 경우 각 출자자별로 작성함. (In case of a consortium, each member must submit one)

<Attachment 10>

손익계산서 (Profit & Loss Statement)

회사명(name of company) :

대표자(representative) :

(단위 : 억원, %)

과 목	년year		년year	
	금액 amount	구성비 ratio	금액 amount	구성비 ratio
매출액 Net Sales				
매출원가 Cost of Good sold				
매출총이익 Gross Profit				
판매비와 일반관리비 Expense General Management				
영업이익 Net Profit				
영업외수익 Net other Profit				
영업 외 비용 Other Expense				
경상이익 Ordinary Income				
특별이익 Special Income				
특 별 손 실 Special Loss				
법인세비용차감전 순이익 Net Income before Corporate Tax				
법 인 세 비 용 Corporate Tax				
당 기 순 이 익 Net Profit				

상기의 내용은 사실과 틀림없음을 확인함.I certify that the above facts are true to the best of my knowledge and belief.

2016 년 월 일

주 소 :

전화번호 :

○○회계법인 : _____(인)

주) 1. 구성비는 매출액 대비 구성비를 기재함. ratio is calculated per Net Sales

2. 컨소시엄의 경우 각 출자자별로 작성함. In case of a consortium, each member must submit one

재무비율(Financial Ratio)

회사명(company) :

대표자(representative) :

(단위 : %)

비율(Ratio)	년 year	년 year	년 year
1. 수익성비율 Profitability Ratio · 매출액순이익율 ratio of net profit to net sales · 매출액 영업이익율 ratio of operating profit to net sales · 총자본순이익율 ratio of total capital to net profit · 총자본 영업이익율 ratio of total capital to operating profit · 자기자본순이익율 Return on Equity			
2. 안정성비율 stability ratios · 당좌비율 acid test ratio · 유동비율 current ratio · 부채비율 debt ratio · 고정장기적합율 Fixed assets to net worth and fixed liabilities			
3. 활동성비율 activity ratio · 총자본회전율 total capital rate of turn over · 매출채권회전율 aging schedule rate of turn over · 재고자산회전율 inventories rate of turn over			
4. 성장성비율 growth ratio · 매출액증가율 increase rate of sales · 영업이익증가율 increase rate of operating profit · 당기순이익증가율 increase rate of net profit			

상기의 내용은 사실과 틀림없음을 확인함. I certify that the above facts are true to the best of my knowledge and belief.

2016 년 월 일

주소(address) : 전화번호(telephone number) :

○○회계법인

(CPA) : _____(인)

- 주) 1. 수익성비율 및 활동성비율에 사용되는 자본, 자산 및 부채는 기초와 기말의 평균치이며, 안정성비율에 사용된 자본, 자산 및 부채는 기말잔액임. The capital, asset, debt that used for calculating "Profitability Ratio"&"Activity Ratio" is average value of beginning of the term and end of the term, but that used for calculating "Stability Ratio" is value of end of the term.
2. 사업신청자가 컨소시엄일 경우 <양식 11-1>을 작성하여야 함.
If the applicant is a consortium, it must submit <Attachment 12>.

재무비율-컨소시엄(Financial Ratios-consortium)

회사명(company) :

대표자(representative) :

(단위 : %)

비율 (Ratio)	A사 가중평균 weighted average	B사 가중평균 weighted average	컨소시엄 평균 Consortium average
1. 수익성비율 Profitability Ratio · 매출액순이익율 ratio of net profit to net sales · 매출액 영업이익율 ratio of operating profit to net sales · 총자본순이익율 ratio of total capital to net profit · 총자본 영업이익율 ratio of total capital to operating profit · 자기자본순이익율 Return on Equity			
2. 안정성비율 stability ratios · 당좌비율 acid test ratio · 유동비율 current ratio · 부채비율 debt ratio · 고정장기적합율 Fixed assets to net worth and fixed liabilities			
3. 활동성비율 activity ratio · 총자본회전율 total capital rate of turn over · 매출채권회전율 aging schedule rate of turn over · 재고자산회전율 inventories rate of turn over			
4. 성장성비율 growth ratio · 매출액증가율 increase rate of sales · 영업이익증가율 increase rate of operating profit · 당기순이익증가율 increase rate of net profit			

상기의 내용은 사실과 틀림없음을 확인함. I certify that the above facts are true
to the best of my knowledge and belief.

2016 년 월 일

주소(address) : 전화번호(telephone number) :

○○회계법인

(CPA) : _____ (인)

주) 1. 수익성비율 및 활동성비율에 사용되는 자본, 자산 및 부채는 기초와 기말의 평균치이며, 안정성비율에 사용된 자본, 자산 및 부채는 기말잔액임. The capital, asset, debt that used for calculating "Profitability Ratio"&"Activity Ratio" is average value of beginning of the term and end of the term, but that used for calculating "Stability Ratio" is value of end of the term.

2. 컨소시엄 평균은 각사별 가중평균을 합하여 구하며, 각 사별 가중평균은 다음 공식에 의하여 산정함. The average of a consortium is sum of each company's weighted average and the formula is as below.

※ 각 사별 가중평균=해당사의 비율×해당사의 출자지분율(weighted average=rait x share ratio

감사보고서 의견(Opinion of Audit Report)

회 사 Name of Company	감사의견 Audit Opinion	변형된 감사보고서인 경우 그 사유 (Reason for the alteration of the audit report if it has)	감사보고서 변형 사유 해소 여부 (Clearance of the reason for the alteration)
A사 Compay	년 year		
	년 year		
	년 year		
B사	년 year		
	년 year		
	년 year		

상기의 내용은 사실과 틀림없음을 확인함.

I certify that the above facts are true to the best of my knowledge and belief.

2016 년 월 일

주소(address) :

전화번호(telephone number) :

○○회계법인(CPA) : _____ (인)

주) 위 양식은 감사의견이 적정의견이 아닌 경우에 한하여 작성하며 그 사유와 해소 여부를 작성함
this form must use only in case that the result of the audit report is "not sufficient".

대표자 선임서 (Letter of Representative Appointment)

○○○ 컨소시엄의 송도 6·8공구 개발사업의 공모에 관한 모든 권한을
○○○사 대표 ○○○에게 위임합니다.

With this Letter of Representative Appointment, individual(s) who listed below,
hereby appoint _____ [full legal name] of
_____ [entity name] as a representative of _____
[name of consortium] regards to all the right related to Songdo 6th & 8th
development project Request for Proposal.

2016 년 월 일

○○○사 (공동) 대표이사	(인)
○○○사 (공동) 대표이사	(인)
○○○사 (공동) 대표이사	(인)
-----[entity name]	

인천경제자유구역청장 귀 하

주) 개별 법인에 대표이사가 2인 이상이거나 둘 이상의 법인으로 구성된 컨소시엄의 경우 대표자를
선임해야 함. In case of a consortium or entity which has more than 2 representatives
must appoint a representative.

<Attachment 15>

추정대차대조표(Estimated Balance Sheet)

회사명 :

대표자 :

(단위 : 백만원, %)

과목 (Category)		년 (year)	
		금액 (amount)	구성비 (ratio)
유 동 자 산	Current Asset		
당좌자산	Cash		
(매출채권	Account Receivable)		
재고자산	Inventory		
고 정 자 산	Fixed Asset		
투자자산	Investment		
유형자산	Tangible Asset		
무형자산	Intangible Asset		
자 산 총 계	Total Asset		100
유 동 부 채	Current Liability		
매입채무	Notes Payable		
단기차입금	Accounts Payable		
기타유동부채	etc Current Liability.		
고 정 부 채	Long-term Liability.		
사채	Note Payable		
장기차입금	Bonds Payable		
퇴직급여충당금	Retirement Benefit Reserved		
기타고정부채	etc LongTerm Liability		
(부 채 합 계)	(Total Liability)		
자 본 금	StockHolders Equity		
자본잉여금	Common Stock		
이익잉여금	Retained earnings		
(당 기 순 이 익)	(Net Profit)		
자 본 조 정 항 목	Capital Adjustment		
(자 본 총 계)	(Total Stockholders equity)		
부 채·자 본 총 계	(Total liabilities & Shareholders' equity)		100

※ Must estimate multiple years

추정손익계산서(Estimated Profit & Loss)

(단위 : 백만원, %)

과 목	년year		년year	
	금액 amount	구성비 ratio	금액 amount	구성비 ratio
매출액 Net Sales				
매출원가 Cost of Good solds				
매출총이익 Gross Profit				
판매비와 일반관리비				
Expense General Management				
영업이익 Net Profit				
영업외수익 Net other Profit				
영업 외 비용 Other Expense				
경상이익 Ordinary Income				
특별이익 Special Income				
특 별 손 실 Special Loss				
법인세비용차감전 순이익				
Net Income before Corporate Tax				
법 인 세 비 용 Corporate Tax				
당 기 순 이 익 Net Profit				

<Attachment 17>

추정현금흐름표(Estimated Cash Flow)

(단위 : 백만원)

[illegible]

총사업비(Total Budget)

(단위 : 억원/100million Korean Won)

구 분 Category	총 사업비 Total Budget	년 Year	년 Year	년 Year	년 Year	년 Year
토 지 비 Land Acquisition						
조 사 비 Research Cost						
설 계 비 Planning Cost						
공 사 비 Construction Cost						
부 대 비 Incidental Expense						
운영설비비 Operation Facility Cost						
제세공과금 Taxes & Public Utility Cost						
영업준비금 Net Working Capital						
예 비 비(A) Reserved Fund						
계(B) Total						
예비비율(%) Reserve Fund Ratio (%) (A/B)						

주) 본 공고일 현재의 불변가격 기준으로 작성함.

Ex) fill in based on constant price as of the date of RFP

총사업비(자금투입계획)Total Budget

- 공모지 전체 토지를 매입과 임대 병행하는 경우 -
- In case partially leasing the land -

(단위 : 백만원)

구 분	총 사업비 Total Budget	년 Year	년	년
토 지 비Land Acquisition				
조 사 비Research Cost				
설 계 비Planning Cost				
공 사 비Construction Cost				
부 대 비Incidental Expense				
운영설비비Operation Facility Cost				
제세공과금Taxes & Public Utility Cost				
영업준비금Net Working Capital				
예 비 비(A)Reserved Fund				
계(B)				
예비비율(%) (A/B)				

□ 체육시설 임대 제안 Proposal for leasing the land

구분	총 금액 total Lease Price (억원)	임대제안가격 Proposed Lease Price(/m ²) (m ² 당/천원)	임대기간 (년) Lease Term (year)	연간 임대료 상승률 annual increase rate	임대종료 후 계획 (기부채납, 재임대,매입 등) Plan for after lease term (contribution, re-lease, purchase, etc)
토지임대료 Lease Payment (VAT별도)	-----천원 ²⁾	-----천원	-----년	-----%	-----

※ 컨소시엄의 경우 각 출자자의 기명날인을 신청인 하단에 부기한다.

2) 전체 공모지 중 체육용지(면적 717,402m²/S1+S2+S3)의 임대시 제안 가격

2) leasable land is Sports(extent 717,402m²/S1+S2+S3)

총사업비 조달계획(Capital Budgeting Schedule)

(단위 : 억원/100million Korean Won)

구 분 Category	조달 계 Funded Total	년 Year	년 Year	년 Year	년 Year	년 Year
자기자본(A) Owner's Capital(A) ○ 내부유보자금 Internal Reserves ○ 증 자 Capital Increase ○ 자 산 매 각 Asset Disposal ○ 기 타 Etc. 분양수입(B) Real Estate Sales Revenue 타인자본(C) Funded Capital ○ 회사채 발행 Issuing Corporate Bond ○ 금융기관차입금 Loan from Financial Institute ○ 기 타 Etc.						
계 (A+B+C)						

주) 1. 컨소시엄의 경우 개별출자자별로 작성함.

Incase of the Consortium, the each member of the consortium has to submit one

2. 외국자본(자기자본 또는 타인자본)에 의한 재원조달의 경우 별도 기재함.

If there is any Foreign Capital(both owner's equity and funded capital) involved, it need to be described separately

서면질의서 (Written Questionnaire)			
회 사 명 (Name of Company)		신 청 접 수 번 호 (Receipt Number)	
대 표 자 (Owner)	(인)	담 당 자 (Point of Contact)	
전 화 번 호 (Telephone number)	Tel) Fax)		
소 재 지 (Address)			
공모지침서 (Page) (Guideline Page)	질 의 내 용 (Questionnaire)		