

Invitation BID PROCESS FOR POTENTIAL HOSTS FOR AquaConSoil 2023



The chairman of AquaConSoil (ACS), Prof. Dr. Huub Rijnaarts, hereby invites research institutes, governmental organizations and other interested entities to submit a bid for hosting AquaConSoil 2023.

AquaConSoil conference characteristics

- ✦ **AquaConSoil** is Europe's largest conference on the sustainable use and management of soil, sediment and water resources. The conference is bi-annually organized by Deltares (NL) in cooperation with a local hosting consortium.
- ✦ **AquaConSoil** provides great opportunities for scientists, companies, and policy makers to extend and enforce their network, start new cooperation activities, and be informed of and inspired by the latest developments in the fields of management of soil- and (ground)water systems.
- ✦ **AquaConSoil** is expecting 600-800 delegates from research institutes and universities, governmental and consultant organisations and from industry from more than 40 countries.

More information about AquaConSoil including this form can be found on our webpage (www.aquaconsoil.com).

Benefits for the host (region/consortium)

Hosting AquaConSoil will provide the hosting country the unique opportunity for international visibility of its scientific and professional competence. Besides, the conference will bring up to 800 visitors to the hosting city/region who spend approximately € 1000, - each during their stay for accommodation, restaurants etc.

Many delegates will use the opportunity to spend the weekend prior to or after the conference for sightseeing, tours, and cultural events.

Programme Committee

Several seats (usually 2) in the Programme Committee are offered to the host. This will give the hosting consortium the opportunity to have a strong voice when the scope of the conference is defined, and the program is set up. That allows scientific institutions, companies, and policy makers from the hosting country to highlight the topics that are most relevant to them.

Organizing Committee

The host will also be represented in the Organizing Committee. This will allow close collaboration on the lay-out of the conference and side activities such as pre-conference courses, matchmaking, social events, and technical tours. This close cooperation results in adding a "local flavour" to the respective edition of AquaConSoil.

Hosting AquaConSoil will provide the opportunity to companies and policy makers from the hosting country to attend this international conference and interact with colleagues and business partners from all over the world.



Bid process for potential hosts

Bids can be submitted by organizations or consortia that are able to allocate an appropriate venue for the conference free of charge including catering (coffee, lunch, 1x drinks); other costs to be covered by the host are services provided by the conference venue such as catering and an optional welcome reception.

Such organizations or consortia are invited to depute members for the Organizing Committee and the Program Committee (2). In case of a consortium, one of the partners from that hosting consortium should act as coordinator who is responsible for the communication with ACS Organizers. The conference location should be well accessible for delegates from different countries (worldwide).

The bid-process is structured as follows

1. Proposal for hosting

The host candidate submits a proposal based on the form enclosed.

The AquaConSoil organization will consider the following aspects:

- ✚ The conference venue facilities and the available dates;
- ✚ International accessibility of the hosting city by air and public transport;
- ✚ Availability of accommodation facilities and price level;
- ✚ Attractive features of the region;
- ✚ The composition, scientific background and network and organizational power of the hosting consortium;
- ✚ Presence of delegates from the hosting country at former editions of AquaConSoil (/ConSoil).

2. Site visit

Representatives of the AquaConSoil organization (max. 3 persons) will visit the venue and meet the hosting committee of the two or three highest ranked proposals.

3. Financial guarantees

The one or two remaining bids will submit (if not yet provided) formal guarantees (by means of a signed statement) for allocation of facilities and services that have been offered by the host candidate.

4. Decision

Based on the proposal, the visit and the guarantee, the AquaConSoil organization will decide which bid will be accepted. The AquaConSoil organization can also decide that none of the bids is sufficient and will invite other host candidates to submit a bid.

Time frame and deadlines

Deadline for submission of proposals for hosting	15 February 2022, 24.00 CEST
Site visit	February/Early March 2022
Deadline for guarantee	28 February 2022
Start organization activities AquaConSoil 2023	March 2022
AquaConSoil 2023	May / June 2023

Bid for hosting AquaConSoil 2023

Please provide all information that is requested in this form. The information may also be submitted as a bid book, e.g. with additional information on the proposed conference venue(s) and support letter.

You can fill in the pdf > Go to Tools in Adobe Acrobat and then choose Fill & Sign

1. Name of the host candidate (in case of a consortium, name of coordinator)

Name contact person
Organization
Address
Country
Phone number
Email address
Function of the contact person

In case of a consortium; please provide names of the other consortium members

Organization	Contact person	Function

Has the national/local tourism bureau been approached for support?
YES
NO
If YES, please describe the kind of support promised by the bureau

2. Please provide an indication of the national network of the host candidate

Scientists please mention the most relevant universities and other research institutes and their topics
Policy makers please mention the most relevant governmental bodies and their topics
Companies please mention the most relevant companies and their topics

3. The proposed venue

Full name of the venue
Address of the venue

Contact person venue
Phone number and email address contact person
Website of the venue
Maximum capacity of the plenary hall
Number and capacity of the break out rooms
Size of area for exhibition and catering
Digital facilities

4. Accessibility of the location

Nearest international airport
Distance to the conference venue from the airport (in km and public transport time)
Distance from the venue to the city centre (in km and public transport time)

5. Accommodation facilities

Please give an indication of the number of hotels and accommodations in the region (Within max. 15-minute travel time to the venue by public transport).

Class	Number of Hotels	Approximate Room Rates
5 Star Hotels		
4 Star Hotels		
3 Star Hotels		
Budget		

6. Touristic highlights of the city and of the region

Attractive features of the city and its surroundings

7. Feasibility

Which organization(s) will provide the financial means to rent the conference venue including mandatory staff (plus – if applicable – additional services like the conference catering, AV services etc.)?

Can you by this time provide a signed statement from the organization(s) confirming the required support?
YES
NO

If YES please attach a copy of the document(s).

By signing this form, we accept the following

- Submitting a bid in accordance with these bidding requirements will constitute a binding offer by the bidder to provide the hosting as set forth in the bid or as agreed otherwise in writing between the AquaConSoil chair and the bidder. A bid shall not be accepted until a formal contract has been executed between the AquaConSoil organizers (Deltares) and the bidder of the said bid.
- Bidders must nominate in their bid a person, as well as indicate name, address, and contact details of said person, for the purpose of communication with the AquaConSoil organizers regarding the bid. Said person nominated by the bidder must be authorised to represent and bind the bidder in relation to the bid.
- The AquaConSoil organizers may amend the requirements in this document at any time before the deadline for the submission of bids.
- The AquaConSoil organizers may terminate the bid process at any time and shall under no circumstance be bound to accept any of the bids submitted.
Unless expressly agreed otherwise with the coordinator of AquaConSoil, there shall be no obligation to keep secret and/or confidential any of the information contained in the bids submitted.

Signature

Name	
Organization	
Date	
Signature	

Optional attachments

- Letters of Support
- Signed statement for provision of the venue and mandatory staff

Please return this form or a bid book that contains the requested information to the AquaConSoil coordinator preferably by email

Deltares

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