

Request for Proposals (RFP) to host the 2028 ISDE World Congress for Esophageal Diseases

WESTERN (Pan America) REGION

INTRODUCTION

The International Society for Diseases of the Esophagus (ISDE) is pleased to announce that it is now accepting applications to host the ISDE 2028 World Congress.

ISDE Congresses take place annually and typically rotate among three global regions: Eastern (Asia/Pacific), Europe, and Western (Pan America). The next open bidding year is 2028 in Western (Pan America) region. In accordance with past practice, any convention bureau within the Pan America region may submit a proposal.

ORGANIZATIONAL BACKGROUND OF THE ISDE

The ISDE is an international, multispecialty society that was founded in 1979 for the study of the esophagus in disease and in health. The aims of the ISDE are to promote the exchange of scientific and medical knowledge among specialists in the field, to maintain interchange with organizations and industries, and to encourage basic and clinical research in fields related to the esophagus. In order to promote the professional and educational development of individuals interested in the esophagus, the ISDE sponsors its own journal, international congresses, and other educational programs. The ISDE is managed under the auspices of International Conferences Service, Ltd.

ORGANIZATIONAL STRUCTURE OF THE ISDE CONGRESS

The President of the ISDE, in conjunction with the Board of Directors and Executive Director, has overall responsibility for the Congress. ISDE has contracted the services of International Conference Services (ICS), an accredited Professional Congress Organizer (PCO), who will be responsible for all congress management related services for the ISDE 2028 World Congress. ICS will work with a Local Organizing Committee, to be appointed by the ISDE, on aspects of the congress such as providing insights regarding social venues, local industry relations, helping attract local specialists to attend, providing suggestions on local programming to the scientific program committee, and coordination with relevant local societies.

The scientific program for the Congress is developed by the Scientific Program Committee (SPC) whose co-chairs are appointed by ISDE.

ISDE World Congresses have and will be convened in:

1980 Tokyo, Japan
1983 Rome, Italy
1986 Munich, Germany
1989 Chicago, USA
1992 Kyoto, Japan
1995 Milan, Italy
1998 Montreal, Canada
2001 San Paulo, Brazil
2004 Madrid, Spain
2006 Adelaide, Australia
2008 Budapest, Hungary
2010 Kagoshima, Japan
2012 Venice, Italy
2014 Vancouver, Canada
2016 Singapore
2018 Vienna, Austria
2021 Virtual World Congress
2022 Virtual World Congress
2023 Toronto, Canada
2024 Edinburgh, Scotland
2025 Brisbane, Australia
2026 Kyoto, Japan
2027 Utrecht, The Netherlands

FREQUENCY AND DATES OF THE ISDE CONGRESS

The ISDE Congress is convened every year. Potential conflicts with other national or international meetings and religious and national holidays should be considered before dates are proposed. **Preferred dates are mid-September to early October; there is no preferred day pattern.**

International Holidays in September / October 2028:

Mawlid	August 2-3, 2028
Labor Day (USA)	September 4, 2028
Rosh Hashanah	September 20-22, 2028
Yom Kippur	September 29-30, 2028

CONGRESS FORMAT

The duration of the Congress is 4 days including 3 main days of scientific presentations in 3 concurrent tracks, and an additional day of set-up and ancillary committee meetings. Please refer to Appendix B for a space requirement overview.

Based on data from the most recent meetings, the ISDE congress has approximately 600-800 participants, 1000 m² exhibition space requirements, and holds various industry sessions. Therefore, the destination must fulfill some basic needs which are listed below.

APPLICATION TIMELINE

By June 2, 2025	Phase 1: Bids due
By July 31, 2025	Phase 2: Bids will be assessed by the ISDE Board of Directors; Board will shortlist 3-4 destinations for a site visit. Selected destinations will be informed to assist with site visit arrangements.
October 2025	Phase 3: Site visits to shortlisted destinations to be undertaken by the ISDE representatives and PCO (ICS)
By mid-January 2026	Phase 4: Announcement of the ISDE 2028 Congress host city.

PHASE 1: BID SUBMISSION

Submit a full bid for the 2028 ISDE World Congress (please see the application timeline above), including the following information:

- A complete **City Questionnaire (APPENDIX A)**
- A complete **Venue Questionnaire (APPENDIX C)**
- Floorplans of the proposed venue indicating the recommended spaces for Plenary Hall, session rooms, meeting rooms, speaker ready room and Exhibit Hall as per space requirements (See Appendix B)
- Photos of the proposed venue and spaces (outside and inside)
- Please include the details of any local groups/esophagus-related professionals and ISDE members supporting the bid, if applicable.
- Any other information you would like to share which is not covered by the Questionnaires.

NOTE: Please provide all requested materials in 1 (one) document, compressed to make the smallest file size possible.

SUBMIT YOUR DOCUMENTS

The letter of intent as well as the full bid documentation should be addressed to **Mark Ferguson, Executive Director** and sent by email to:

Marta Collins

Congress Manger

isde-congress@isde.net

ISDE Secretariat:

International Conference Services

ADDITIONAL INFORMATION

CITY REQUIREMENTS

The minimum requirements for the proposed city should include the following:

- **Ease of Travel:** Excellent flight connections, easy international (direct) access, few or no visa restrictions. Based on past congresses, delegates may come from more than 50 countries.
- **Accommodation:** Adequate hotel facilities near the venue, including inexpensive properties for delegates on low budgets.
- **Details of city convention grants or incentives, marketing support, etc.**

VENUE AND SPACE REQUIREMENTS

It is preferred that all meeting rooms are on the same level or near each other. Meeting space will need to be blocked for set-up on Day 1 and can be released as of 6pm on Day 4.

Venue price quotes should include:

- Meeting space rental
- Rental price inclusions, i.e., cleaning, security, no extra/reduced cost for set-up day
- AV technology included (screens, projectors, sound system)
- F&B rates for coffee breaks, lunch and welcome reception
- Anticipated annual increase/inflation, if applicable
- Wireless internet access for delegates
- Information on all fees and taxes to be charged in addition to the base cost.

SUPPORT FROM LOCAL ISDE MEMBERS/LOCAL ESOPHAGEAL GROUPS

ISDE Board is looking favorably at bids supported by the local ISDE members/local esophageal groups.

SOCIAL EVENING or SOCIAL TOURS/EVENTS

The Social Evening normally takes place on Day 3 of the Congress. Please recommend a proposed venue, listing approximate rental fees and F&B cost for ~250 attendees. The event format is more casual (it is not a sit-down dinner), with networking, entertainment and optional dancing. We encourage nominating interesting spaces, such as museums, galleries or other places with local interest/history. It is preferable that the proposed venue(s) is within walking distance of the Congress venue. Alternatively, the ISDE Secretariat can explore holding several smaller evening events with a local flavor – food and drinks tours, private visits to historic venues etc.