



## Request for Short Bids: Hosting InterPore2029

**InterPore2029** is scheduled to take place during a **four-day period in the week of 14 May 2029**, which represents the **preferred timeframe** for the conference. Bids are invited from venues located in **Australia, Asia, North Africa, and Canada**. The venue selection will follow a two-stage process. In **Stage 1**, all interested venues and stakeholders are invited to submit concise bids using the **Stage 1 Bid Submission Form provided on page 4 of this document**. Based on these submissions, the InterPore Events Committee and Executive Committee will shortlist up to four applicants. The shortlisted candidates will then be invited to submit detailed proposals in **Stage 2**.

**Stage 1 is intended as a preliminary screening round**, and applicants are kindly requested **not to submit detailed technical, financial, or operational information at this stage**. Such details will be requested only from shortlisted candidates in Stage 2. This approach is intended to **minimize unnecessary preparation effort** for Stage 1 submissions.

### Stage 1 Bid Requirements

Short bids should include the following information:

- Conference Timing:** InterPore2029 is planned to take place during a four-day period in the week of 14 May 2029, which represents the *preferred* timeframe for the conference. At the Stage 1 level, applicants are asked to indicate their availability for this week, to note any constraints or limited flexibility, and/or to propose an alternative schedule if the preferred week is not available.
- Location and Accessibility:** Clearly specify the location of the proposed venue and indicate its accessibility for attendees, including proximity to transportation hubs and major airports.
- Venue Facilities and Amenities:** Briefly outline the facilities available at the venue, ensuring they meet the following requirements:

### Lecture Rooms:

- One main lecture hall for 700-800 participants (PAX), needed for plenary lectures.
- Two lecture rooms with a capacity of 300-400 participants, required for invited lectures.

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- Six additional rooms to accommodate parallel sessions, with a capacity of 80–150 participants, at least two of which should accommodate 120–150 participants.
- Walking time between the lecture rooms should be no more than 2-3 minutes.

### **Additional Spaces:**

- A designated area for registration, available on the afternoon before the conference begins and for the duration of the event.
- Two small meeting rooms for 15-20 PAX, allocated for committee meetings and VIP members of the Society.
- One large space (approximately 1000 m<sup>2</sup>) for simultaneously hosting poster sessions, exhibition booths, and coffee breaks. Ideally, this space should be near the lecture rooms, with a walking distance of no more than 3-4 minutes.

### **Catering:**

- Briefly note the availability of on-site catering service or nearby food courts.

### **Estimated Venue Cost Category (excluding catering):**

- (A) Less than \$100,000;
- (B) Between \$100,000 and \$150,000;
- (C) More than \$150,000.
- For venues with no direct rental fee (e.g. hotels), applicants are asked to briefly note any minimum spend requirements or mandatory conditions that would apply.
- Please specify whether the estimated AV costs are included or excluded from the above estimate.
- Please note that the InterPore Office is serving as a PCO in organizing InterPore events, and no participation from external PCO should be planned.

**4. Financial Support:** Provide information regarding any subsidies, grants, or financial support you anticipate receiving, or intend to provide, to support hosting this conference.

**5. Accommodation:** Provide general information on nearby accommodation options, including hotels of various categories.

**6. Local Organizing Committee (LOC):** Indicate the availability of a group of porous media researchers willing to serve on a local organizing committee. Indicate the ability of

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this group to involve local students as student helpers during the conference, and to work actively on attracting local and international industry to participate in the event. If needed, InterPore can assist in identifying potential local organizers. The bid should be submitted together from a venue and a lead member of the LOC.

We encourage all interested parties to submit the attached bid form to Oleg Iliev ([oleg.iliev@itwm.fraunhofer.de](mailto:oleg.iliev@itwm.fraunhofer.de)) with a copy to [conference2029@interpore.org](mailto:conference2029@interpore.org).

## Deadline for:

- **First stage bid Submission:** 19 June 2026
- **Evaluation of the first stage bids:** 17 July 2026
- **Submission of the second stage bids:** 16 October 2026
- **Evaluation of the final submissions:** 11 December 2026

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## InterPore2029 Bid Submission Form

### 1. General Information

- Venue Name: \_\_\_\_\_
- Venue Address: \_\_\_\_\_
- Contact Person Name: \_\_\_\_\_
- Contact Email: \_\_\_\_\_

### 2. Availability of Dates

The week of **14 May 2029** represents the **preferred timeframe** for InterPore2029. Please indicate your availability below, note any constraints or limited flexibility, and/or propose an alternative schedule if the preferred week is not available.

- Monday–Thursday, 14–17 May 2029 (Yes/No) \_\_\_\_\_
- Tuesday–Friday, 15–18 May 2029 (Yes/No) \_\_\_\_\_
- Additional information, constraints, or proposed alternative dates (if any): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### 3. Location & Accessibility

- City & Country: \_\_\_\_\_
- Nearest International Airport: \_\_\_\_\_
- Distance to Airport (in km/mins): \_\_\_\_\_
- Public Transport Options: \_\_\_\_\_

### 4. Venue Facilities

- Main Lecture Hall Capacity: \_\_\_\_\_
- Number of Invited Talk Rooms (300-400 PAX): \_\_\_\_\_
- Number of Parallel Session Rooms (80-120 PAX): \_\_\_\_\_
- Number of Parallel Session Rooms (120-150 PAX): \_\_\_\_\_
- Walking Time Between Rooms: \_\_\_\_\_

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- Registration Space Availability: (Yes/No) \_\_\_\_\_
- VIP Meeting Rooms Availability: (Yes/No) \_\_\_\_\_
- Poster & Exhibition Space (m<sup>2</sup>): \_\_\_\_\_

## 5. Catering

- On-site Catering Available? (Yes/No) \_\_\_\_\_
- Nearby Food Courts? (Yes/No) \_\_\_\_\_

## 6. Estimated Venue Cost Category (order-of-magnitude estimate, excluding catering)

This information is intended solely for high-level comparison at Stage 1; detailed and itemized cost information will be requested from shortlisted candidates in Stage 2.

- Venue Cost (excluding catering): (A/B/C) \_\_\_\_\_
- If applicable, please note any minimum catering spend, accommodation block requirements, or other mandatory conditions associated with the venue (brief description only):

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- AV Cost Included? (Yes/No) \_\_\_\_\_

## 7. Financial Support

- Expected Subsidies/Grants:

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## 8. Accommodation

- Number of Nearby Hotels: \_\_\_\_\_
- Estimated Price Range (Low-High per night): \_\_\_\_\_
- Student Accommodation Available? (Yes/No) \_\_\_\_\_

## 9. Local Organizing Committee

- Lead Organizer Name: \_\_\_\_\_
- Affiliation: \_\_\_\_\_
- Other Potential LOC Members (if available): \_\_\_\_\_

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## Submission Details

Please return this completed form to:

- Oleg Iliev ([oleg.iliev@itwm.fraunhofer.de](mailto:oleg.iliev@itwm.fraunhofer.de))
- [Conference2029@interpore.org](mailto:Conference2029@interpore.org)

**no later than 19 June 2026**

We look forward to receiving your proposals!

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