



World Physiotherapy Congress

Pre-bid proposal

World Physiotherapy Congress
2029

Confidential

Submission deadline:

18 December 2024

INTRODUCTION

World Physiotherapy invites member organisations and convention and visitor bureaus (CVBs) to submit proposals to host the World Physiotherapy Congress 2029.

This document outlines the requirements, key selection criteria, and process for the submission of proposals.

The World Physiotherapy congress is a premier event that brings together professionals from around the world to share knowledge, network, and promote advances in the physiotherapy profession.

The congress typically attracts over 3,500 participants from around the world depending on the destination, and the event has a significant impact on the local and global physiotherapy community, and the host city.

The congress usually lasts 3 full days with two days of build-up. We usually request to have at least one congress day during the weekend. Current programme structure for the next edition is available [here](#).

The congress is usually taking place between April and June.

TIMELINE FOR BIDS

- **Declaration of interest:** to be received by 18 December 2024
This should include:
 - A letter of intent co-signed by the member organisation and the convention bureau in the relevant country/territory
 - An A4 statement, no more than two sides, addressing the key selection criteria (see below).
- **Shortlist announced:** March 2025
- **Full RFP sent to shortlisted locations:** April 2025
- **Full RFP submission deadline:** end of August 2025
- **Site inspections:** September-October 2025
- **Decision:** December 2025
- **Announcement of location:** early 2026

PRE-BID REQUIREMENTS

As part of the initial pre-bid submission, interested member organisations and CVBs are required to submit the following:

1. **Letter of intent**
 - A letter co-signed by the member organisation and local CVB expressing interest in hosting the congress.

2. **A document from the CVB or the venue outlining key selection elements:**

- **Venue capacity:** details on proposed congress venue, capacity for plenary and breakout sessions and exhibition space. Please include a general floorplan
Requirements: plenary for 5,000-6,000 participants, 8 parallel sessions ranging from 200-1,500 participants; exhibition space of at least 6000 sqm
- **Reference prices:** projected cost breakdown – indicative for venue hire and key services (security, cleaning) for three full days of congress
- **Accessibility of the city:** proximity to international airports, train and other public transport links, and accessibility for international attendee; accessibility of the venue by public transport within the city
- **Hotel availability:** number of hotel rooms with walking/travel time to the venue, with a range of accommodation options (2-star to 4-star).
- **Visa regulations:** overview of visa requirements for international participants and any known restrictions.
- **Climate:** briefly describe the average weather conditions (temperature, rainfall) for the congress period (April to June).
- **Legacy initiatives:** describe any potential legacy projects or initiatives that will benefit your city/region post-congress. How can this event leave a lasting impact on the local physiotherapy profession and community?
- **Legislation:** Event permit or national regulation relevant to organising an international event
- **Possible funding:** indication of any available local funding or subventions that could support the congress.

Additional information on the selection criteria is available here: <https://world.physio/congress-selection-criteria>

SUBMISSION PROCESS AND CONTACT INFORMATION

All proposals must be submitted electronically by **18 December 2024**.

For any questions or further information, please contact:

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We look forward to receiving your proposals and collaborating on the success of World Physiotherapy Congress 2029.