



**Bidding
Manual**



**EUROPEAN
GEOTHERMAL
CONGRESS
2028 Edition**



www.europeangeothermalcongress.eu

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1. ABOUT THE EUROPEAN GEOTHERMAL CONGRESS (EGC)

The European Geothermal Congress (EGC) is the event which brings together the entire European geothermal sector, and attracts many from outside the continent. EGC provides a stage to present and discuss new developments in the science, technology, industry, and policy of geothermal energy on our continent.

The congress continues a first series of European Geothermal Congress: EGC 2007 in Unterhaching (Munich), Germany; EGC 2003 in Szeged, Hungary; and EGC 1999 in Basel, Switzerland.

Since 2013, EGC is organised by EGEC, the European Geothermal Energy Council (copyright n°1284839), which is the trade association for geothermal in Europe. Founded in 1998, EGEC is a non-profit international organisation whose scope is to promote the European geothermal industry and enable its development both in Europe and worldwide, by shaping policy, improving business condition, and driving more research and development.

The last EGC event was the EGC 2022 in Berlin, Germany and the upcoming EGC 2025 will be in Zürich, Switzerland. Other editions were hosted in 2019 in The Hague, The Netherlands; EGC 2016 in Strasbourg, France; and EGC2013 in Pisa, Italy.

EGC is held currently every 3 years, and rotates throughout Europe.

The conference lasts approximately 5 days and it includes a high level opening, a technical and scientific conference, training sessions, conference sessions aimed at the private sector, an exhibition, political representation, meetings and workshops organised by bodies within the sector, and networking events.

The congress brings together the academic and the industrial spheres of the geothermal energy sector, as well as attracting the public sector.

What makes the conference unique is both its diversity- it provides a varied public with a range of different events, and its size- it is the largest geothermal event in Europe.

The last edition EGC2022 attracted approximately **1200 participants**.

1.1 Past editions

EGC 2022 was held from 17th to 21st October at the Berlin Congress Centre, organised by EGEC in cooperation with the German Geothermal Association (BVG). More than 1,200 participants contributed to its success. Germany, a leader in geothermal energy, hosted the event, with Berlin aiming for climate neutrality by 2050.

EGC 2019 was held from 11th to 14th June at the World Forum in The Hague, The Netherlands. Organised by EGEC with Stichting Platform Geothermie, BodemenergieNL, and main sponsor EBN,

the event showcased The Netherlands' rapid geothermal growth, especially in heating. It attracted around 700 participants over 5 days.

EGC 2016 was held in Strasbourg from 19-24 September 2016, and it attracted around 800 participants over 5 days. Plenary sessions were held in auditorium with capacity of 500; 8 rooms for parallel sessions (up to 5 concurrently) had a capacity varying between 60 and 135. 4 additional rooms, with capacity between 35 and 80, hosted side events and training courses. The exhibition space (1441m²) hosted 64 booths.

EGC 2013, held on 3-7 June 2013 in Pisa, was the first edition of the new Congress management held in the current format. Around 550 visitors attended the congress which took place over six days. The congress was divided into four plenary sessions with one or two side conference running concurrently. The room capacities for the plenary sessions were 500, 250, 250 and 120. For the side events, rooms with capacities of 50 and 45 were used. The exhibition had 23 booths, most of which were 6m².

1.2 Rotation Policy and Dates

The Congress is held in Europe approximately every three years, taking into consideration the geothermal development of the hosting country.

The next edition is expected in 2028.

When suggesting dates for the event, care should be taken not to clash with:

- Major public holidays/school holidays e.g. Easter
- Other major, also international, industry events or in related fields e.g. World Geothermal Congress, GeoTHERM, National events, etc

1.3 Format of the Event

EGC includes:

- A technical and scientific conference with both oral and poster presentations
- Speakers from Industry and specialised events for business development
- An opening with high level speakers including European and national policy makers
- An exhibition
- Training courses and workshops
- Events and presentations for and from national and
- Networking and social events
- Side conferences for European projects.

Example of sample agenda:

Monday	Tuesday	Wednesday	Thursday	Friday
<ul style="list-style-type: none"> • Training courses and workshops • Registration • Exhibition setup • Welcome cocktail 	<ul style="list-style-type: none"> • Opening ceremony • Parallel sessions • Poster display • Banquet dinner 	<ul style="list-style-type: none"> • Parallel sessions • Poster display • Side events • EGEC AGM 	<ul style="list-style-type: none"> • Parallel sessions • Poster display • Side events • Closing plenary 	<ul style="list-style-type: none"> • Site visit

For room specifications, see *Past editions*.

2. UPCOMING EDITION: EGC 2028

The Congress has grown significantly between 2013 and 2022, practically doubling, and establishing itself as an important gathering for the sector, though for the 2025 edition expectations are to have the same attendance (1200 people).

Based on established recognition, a participation of more than 1000 people is the main goal for the edition 2028. A great number of technical and scientific abstracts and papers will be expected as usual, however the greatest potential for growth is in the private sector. The exhibition should be expanded in future editions.

The period taken into consideration for the next edition of the Congress is Spring or Autumn 2028.

Hosting country. The hosting country will have an active geothermal industry and a national geothermal association. The location of the potential main sponsors will be instrumental in this decision. Location of previous editions will be considered.

Hosting city. The key factors in choosing a hosting city will be accessibility, venue capacity and facilities, price, and proximity to geothermal sites for the organisation of site visits.

Decision making criteria are detailed in chapter 3.

The hosting country and city selected, and the tentative dates are expected to be announced in October 2025, during the EGC 2025.

The hosting country is selected by the Board's decision in spring of the upcoming EGC edition.

3. DECISION MAKING CRITERIA

This section sets out the considerations that will be taken into account by the EGEC Board in making their decision on hosting country, venue and PCO selection.

The decisional process is led by the EGEC Board with support from the EGEC Secretariat.

Selection of the hosting country is made through an internal process that starts with the pre-selection of a list of European countries that show interesting geothermal development and business opportunities for participants.

Proposals are then received from suppliers (Congress Centres, PCOs) in candidate country/city. Support from the national geothermal association in candidate country/city is strongly encouraged. Support of a main local sponsor is also considered a key factor.

After proposals are received, short-listed proposals are evaluated by the Board and EGEC Secretariat. The final decision is confirmed after site visits and negotiations.

The main criteria that will be given consideration relate to three main strategic areas:

- Internal association's objectives (e.g. geothermal development, business opportunities for participants)
- Financial implications
- Logistical and technical issues (e.g. accessibility and suitability of the Congress venue and host city)

An evaluation report is sent to all applicants once the EGEC Board decision is made.

3.1 Internal association's objective

An important aspect in the choice of the location is the presence of geothermal development and/or geothermal projects and how it can help deliver relevant business opportunities for the sector. This is evaluated according to three key factors:

- Profile and level of involvement from the national geothermal association
- Presence of a potential main local sponsor, with a level of investment between +50,000 euro
- Geothermal market development and perspectives in the country
- National policy support to geothermal
- Geothermal activities in the region. The final day of the conference is usually dedicated to the site visit of a geothermal area/geothermal project (preferably large scale), in close proximity or easily reachable by a large group of people (around 300 site visit participants in 2025) of such activities will also play a role.

3.2 Financial implications

Bidders should include a proposed simplified financial model for the event, detailing whether the organisation foresees a parallel national event (model EGC 2016, Strasbourg) or not (model EGC 222 in Berlin, 2013 in Pisa, and EGC 2019, The Hague); whether the organisation foresees a sharing key of the financial responsibility (profits and cost); alternatives models and levels of financial commitment from the national partners; etc.

Care should also be taken with regard to costs and value for money for the delegate, not just within the “package price”, but also through airfares, hotel costs, and any other financial aspect of their attendance. There should be full transparency regarding any tax or VAT regulations.

Items to be included in the proposals are:

- Distribution of financial commitment and responsibility between EGEC and the national partners/geothermal association
- Number of staff involved from EGEC and the national partners/geothermal association
- Tax issues and proposals, for example a VAT number needs to be created in the hosting country.
- Information about quality standards and value for money.
- Any additional charge for “standard” equipment and furniture: i.e. spell out precisely what is included in the baseline prices.
- Prices of additional in-house services specified.
- Clarify if commissions are to be paid and to whom.
- Flexibility options.
- Any other information that may have financial implications on the overall proposal.

3.3 Logistical considerations

Bidders should provide clear factual information about proposed cities/venues on each of the following:

- European/International access (air and/or rail)
- Local access: Distance from airport and other major connection hubs; Distance between main venue, hotels, and off-site social venues; Public transport, walking, shuttle options, etc
- Availability of accommodation accessible from the congress centre.
- Congress venue: match with EGC's current specifications, indicating where there is flexibility for expansion or changes to format. The venue will have auditoriums for the main plenary sessions (600+), and a number of flexible rooms (5+) for mid-size events (+100 p.). Open spaces will also be needed for the exhibition and poster sessions.
- Wi-Fi policy and quality of available AV technology.
- Food and beverages: morning and afternoon coffee breaks, one welcome cocktail reception on Monday, one Congress dinner on Tuesday.
- Evening networking event venues, e.g. for hosting of the Congress banquet (capacity =1000) Specify potential venue for the Banquet Dinner.
- Potential sites for the visits of geothermal sites.

4. PCO/DMC SERVICES

EGEC is usually responsible for handling the following functions: communication and marketing; liaison with sponsors; management of agenda and scientific papers submissions; exhibition planning, recruitment of and communication with local potential exhibitors; advance and on-site liaison with speakers; preparation of conference materials.

A PCO/DMC service is usually responsible for the following: registration and tickets payment; attendee management; management of exhibition technical issues (including payment); pre-event liaison with meeting venue; assistance with all logistical issues where translation into/from local language is required; pre-event liaison with all off-site venues; provision of information on visa/entry requirements; registration desk and onsite staff.

See below a list of tasks managed by the EGEN Secretariat, in cooperation with the national geothermal association, and the PCO in 2016 and 2019. Distribution of tasks may change in future editions.

Task	PCO	EGEC/ National host
Communication and marketing		X
Management of scientific papers		X
Management of agenda		X
Exhibition planning		X
Exhibition Payment	X	
Exhibition- technical	X	
Sponsorship		X
Registration and ticket payment	X	
Attendee management	X	
Accommodation	X	
Networking/social events	X	X
Transport	X	
Local transport	X	
Conference venue management (including technical management)	X	X
Furnishing	X	
Preparation of conference materials (printed and electronic material, signage)	X	X
Catering	X	X
Hosts	X	
Local management	X	

5. FORMAT REQUIRED IN BID-DOCUMENT

Format. Electronic submission in one single document in pdf format. It should include:

- A general overview of the bid and costs;
- Clear indication of potential cities/venues
- Brief overview of geothermal market development in the country, with a forward-looking attitude
- A profile of the national geothermal association
- A business model proposal including level of financial responsibility by the national geothermal association
- Profile of potential local main sponsors (level of investment: +50,000 euro)

The bid can include relevant pictures, maps, etc. Supporting or background information, e.g. electronic virtual tours of venues, may be submitted in appendices. Tourist information about the destination (video or brochure format) are not needed.

The bid-document should be in English.

Deadline. An electronic copy of the proposal should be submitted by 31st March 2025.