64TH ISI
WORLD STATISTICS CONGRESS
ISI WSC 2023

Request for Proposals for venues and related facilities for hosting the 64th ISI WSC in Canada in 2023.
# INDEX

1. Invitation ................................................................. 3
2. Background ..................................................................... 4
   2.1 The International Statistical Institute ......................... 4
   2.2 ISI World Statistics Congresses ................................. 5
   2.3 Tentative Programme ................................................ 5
3. Congress Requirements ................................................ 6
   3.1 Congress Venue ..................................................... 7
   3.2 Exhibition requirements ............................................. 7
   3.3 Audiovisual requirements in the meeting rooms ............ 7
   3.4 IT / Telecommunication ............................................. 7
   3.5 Mandatory Costs / Staff (if applicable) ......................... 7
   3.6 Catering ............................................................... 8
   3.7 Social Events ......................................................... 8
4. Hotels ........................................................................... 8
5. Bid Book Content ....................................................... 9
6. Criteria ......................................................................... 9
7. Planning Process / Bidding Procedures ......................... 10
8. Timeline .................................................................... 11

Appendix A: Recent Congress History ............................... 12
1. INVITATION

INVITATION

Canadian cities and conference centers are invited to submit proposals for consideration to host the International Statistical Institute (ISI) / World Statistics Congress (WSC) in the summer of 2023.

DATES

The preferred congress dates in 2023 are (in order of preference):
1. 17 – 22/23 July
2. 24 – 27/28 July
3. 21 – 24/25 August
4. 10 – 13/14 July

CONFERENCE SIZE

The congress usually attracts approx. 2000-3000 delegates.

ACTIVITIES / FACILITIES

• The congress has four full days.

• Pre-conference meetings/events (executive meetings, short courses and satellite conferences): Thursday-Saturday prior to congress.

• Conference OPENS Sunday afternoon: 4 pm with the Opening Ceremony

• Scientific Programme:
  4 full days of conference programme with plenary and parallel sessions, poster presentations, workshops, short courses, etc.
  See tentative programme below.

• Conference CLOSES: Thursday evening with the Farewell dinner.

• Post-Conference satellite meetings (possible).

• Specific audiovisual and venue requirements are given in section 3 below.

• BID details:
  Therefore the bids are requested for three parts:
  a) The pre-congress events (executive meetings, short courses and satellites)
  b) The congress with opening ceremony on Sunday and four full days congress
  c) The congress as in b) but with one additional full congress day on Friday.

Specifics are given in the table in Section 3.
2. BACKGROUND

2.1 THE INTERNATIONAL STATISTICAL INSTITUTE
The ISI is an international society that links statisticians, data scientists, those interested in the field of statistics, national statistical offices and statistical societies across the world. Its focus is to promote understanding, development and good practice of statistics worldwide. A majority of the world’s national and regional statistical offices are represented within the ISI network. Our influence within the international statistical community is supported by the seven ISI Associations, each of which specialises in a particular area of statistics, and the ISI Committees which are active interest groups.

Officially, the ISI was established in 1885, though the initial international gatherings of statisticians started earlier – back in 1853. Therefore, we are one of the oldest scientific associations still active throughout the world today. The ISI is a non-profit, non-governmental organisation and has had consultative status with the Economic and Social Council of the United Nations since 1949.

The ISI Permanent Office is based in The Hague, The Netherlands. The ISI Executive Committee governs the society.

2.2 ISI WORLD STATISTICS CONGRESSES
The ISI World Statistics Congresses (WSC,) formerly known as ISI Sessions, are the flagship events of the ISI. The WSC takes place once every two years in a different host country and is organised by the ISI, in close collaboration with the National Statistics Institute. It takes several years of planning and consumes the energies, resources and efforts of many groups: ISI Executive committee, ISI Permanent Office, volunteer organizers, and the host country. For the host country, the WSC is considered a great opportunity to share the country’s culture and natural beauty with participants, especially within the social programme and organised tours.

The WSC is the main activity of the ISI where participants from all over the world meet and a wide variety of scientific meetings take place. The Executive Committees and Councils of the ISI and the Associations, as well as ISI Committees and our many members, come together to participate in the different aspects of the WSC for approximately one calendar week. The ISI General Assembly is also held during the WSC.

The WSC is a unique event and its main features include:

- Substantial focus on invited papers and discussions.
- People from different statistical disciplines being engaged in the organisation of the Statistical Programme.
- Disparate groups and Associations organising joint sessions to produce stimulating and unique interactions.
- Representation by all branches of statistics and statisticians, including those from official statistics, academics and business, allowing for considerable opportunities for cross-fertilization.
- A truly international event with participants from many (120+) different countries.
- Opportunities for participants to network and meet informally and socially.
- Support and encouragement for people from developing countries to participate.
### 2.3 TENTATIVE PROGRAMME

<table>
<thead>
<tr>
<th>Time</th>
<th>Thu -Fri &amp; Saturday</th>
<th>Sunday</th>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
<th>Thursday</th>
</tr>
</thead>
<tbody>
<tr>
<td>07:30-08:50</td>
<td>Pre-congress courses, satellites and admin meetings</td>
<td>Administrative Meetings</td>
<td>Scientifc Sessions (1)</td>
<td>Coffee break</td>
<td>Scientific Sessions (2)</td>
<td>Lunch – Administrative Meetings – Lunchtime Roundtable Discussions</td>
</tr>
<tr>
<td>08:50-10:00</td>
<td>Registration (09:00-16:30)</td>
<td>“Special Event” (09:30-12:30)</td>
<td>Scientific Sessions (2)</td>
<td>Scientifc Sessions (3)</td>
<td>Administrative Meetings</td>
<td>Scientific Sessions (4)</td>
</tr>
<tr>
<td>10:00-10:30</td>
<td>Coffee break</td>
<td>Scientifc Sessions (3)</td>
<td>Scientific Sessions (4)</td>
<td>ISI President’s Invited Keynote Lecture (16:00-17:10)</td>
<td>Scientifc Sessions (4)</td>
<td>ISI President’s Invited Keynote Lecture (16:00-17:10)</td>
</tr>
<tr>
<td>10:30-12:30</td>
<td>Scientifc Sessions (2)</td>
<td>Lunch – Administrative Meetings – Lunchtime Roundtable Discussions</td>
<td>Scientifc Sessions (4)</td>
<td>ISI President’s Invited Keynote Lecture (16:00-17:10)</td>
<td>Administrative Meetings</td>
<td>Scientifc Sessions (4)</td>
</tr>
<tr>
<td>12:30-14:00</td>
<td>Lunch – Administrative Meetings – Lunchtime Roundtable Discussions</td>
<td>Administrative Meetings</td>
<td>Scientifc Sessions (4)</td>
<td>ISI President’s Invited Keynote Lecture (16:00-17:10)</td>
<td>Administrative Meetings</td>
<td>Scientifc Sessions (4)</td>
</tr>
<tr>
<td>14:00-15:40</td>
<td>Administrative Meetings</td>
<td>Scientifc Sessions (4)</td>
<td>ISI President’s Invited Keynote Lecture (16:00-17:10)</td>
<td>Administrative Meetings</td>
<td>Scientifc Sessions (4)</td>
<td>ISI President’s Invited Keynote Lecture (16:00-17:10)</td>
</tr>
<tr>
<td>15:40-16:00</td>
<td>Administrative Meetings</td>
<td>Scientifc Sessions (4)</td>
<td>ISI President’s Invited Keynote Lecture (16:00-17:10)</td>
<td>Administrative Meetings</td>
<td>Scientifc Sessions (4)</td>
<td>ISI President’s Invited Keynote Lecture (16:00-17:10)</td>
</tr>
<tr>
<td>16:00-17:40</td>
<td>Administrative Meetings</td>
<td>Scientifc Sessions (4)</td>
<td>ISI President’s Invited Keynote Lecture (16:00-17:10)</td>
<td>Administrative Meetings</td>
<td>Scientifc Sessions (4)</td>
<td>ISI President’s Invited Keynote Lecture (16:00-17:10)</td>
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<tr>
<td>17:45-19:00</td>
<td>Administrative Meetings</td>
<td>Scientifc Sessions (4)</td>
<td>ISI President’s Invited Keynote Lecture (16:00-17:10)</td>
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<td>Scientifc Sessions (4)</td>
<td>ISI President’s Invited Keynote Lecture (16:00-17:10)</td>
</tr>
<tr>
<td>19:00-24:00</td>
<td>Administrative Meetings</td>
<td>Scientifc Sessions (4)</td>
<td>ISI President’s Invited Keynote Lecture (16:00-17:10)</td>
<td>Administrative Meetings</td>
<td>Scientifc Sessions (4)</td>
<td>ISI President’s Invited Keynote Lecture (16:00-17:10)</td>
</tr>
</tbody>
</table>

**Thursday**
- **ISI President's Invited Keynote Lecture (16:00-17:10)**
- **General Assembly (17:15-19:15)**
- **Closing Ceremony (16:45-17:30)**
- **Farewell Dinner (20:30-23:30)**
3. CONGRESS REQUIREMENTS

3.1 CONGRESS VENUE

The following spaces will have to be allocated at the congress venue. Do not submit a proposal unless all space is available on a first-option basis.

Please note that all Auditoria and meeting rooms need to be sound proof.

Plus approx. 10,000 m² space net for exhibition including space for the e-poster/poster exhibition with approx. 250 e-posters equal to 35 e-panels and 20 poster walls and the catering (coffee breaks). If needed this can be divided over 2 areas, but preferably 1 large lobby/hall/foyer.

<table>
<thead>
<tr>
<th>Space #</th>
<th>Use</th>
<th>Seating Capacity Requirements for WSC</th>
</tr>
</thead>
<tbody>
<tr>
<td>0</td>
<td>SP</td>
<td>Thursday: LAUD - 1500 Friday: SAUD - 300 Saturday: SAUD - 300 Sunday: SAUD - 300 Monday: SAUD - 300 Tuesday: LAUD - 1500</td>
</tr>
<tr>
<td>1</td>
<td>SP</td>
<td>Thursday: LAUD - 1500 Friday: SAUD - 300 Saturday: LAUD - 1500 Sunday: LAUD - 1500 Monday: LAUD - 1500 Tuesday: LAUD - 1500</td>
</tr>
<tr>
<td>2</td>
<td>SP</td>
<td>Thursday: LAUD - 1500 Friday: SAUD - 300 Saturday: LAUD - 1500 Sunday: LAUD - 1500 Monday: LAUD - 1500 Tuesday: LAUD - 1500</td>
</tr>
</tbody>
</table>

Legend Description

- **SP**: Scientific Programme
- **AM**: Administrative Meeting
- **SO**: Social Programme
- **OP**: Operations
- **SC**: Short Courses
- **LAUD**: Large Auditorium
- **SAUD**: Small Auditorium
- **LR**: Large room
- **MR**: Medium room
- **SR**: Small room
- **CR**: Conference room
- **OF**: Office
3.2 Exhibition requirements

Please note that the exhibition area shall be located close to the meeting rooms to make it easy for participants to visit the exhibition and to offer attractive exhibition space to the industry.

The e-poster / poster exhibition shall be placed within/near the exhibition area with catering within the exhibition to attract more visitors and to increase communication. The catering shall be coffee and tea in the morning and afternoon on at least 2 different stations.

Time schedule for the exhibition:
Saturday: Set-up of exhibition, all day (optional, depending on size of expo)
Sunday: Set-up of exhibition, 08.00 - 15.00
Monday - Wednesday: Exhibition days, each day as full day
Thursday: Half day exhibition, afternoon dismantling

In case the congress is extended with another day (Friday) the Exhibition will remain till Friday. Please indicate all prices by using the attached spread sheet.

3.3 Audiovisual requirements in the meeting rooms
Each meeting room (small room and upwards) needs to be equipped with basic technical equipment:
• podium (on small stage, if applicable) with 1 table and 4-6 chairs (exception: Auditorium: 2 tables, 4 chairs)
• 1 lectern with fixed microphone and 1 tie clip or similar
• 1 screen
• 1 data projector according to the room size
• 1 device for managing speakers/time for chairperson
• 1 table microphone per podium table
• 1 wireless microphone (2 in Auditorium)
• adequate number of aisle microphones
• laser pointer

Please quote the costs for technicians (sound, light, video/data projection) in meeting rooms and technical equipment if not already included. Please use the attached spreadsheet to indicate all costs by room, by item and by day.

3.4 IT / Telecommunication

Please quote:
• Wireless LAN (WiFi) of high quality through venue including the session rooms
• Wireless LAN (WiFi) separate for staff and organisers
• Internet connections

3.5 Mandatory Costs / Staff (if applicable)

Please quote additional costs that need to be considered, such as:
• Electricity/power supplies
• Waste disposal
• Mandatory cleaning staff (listed per day and person)
• Mandatory first aid staff (listed by day and person). Staff for various other positions, if applicable/necessary
• Others
3.6 Catering
Please provide an offer based on the following requirements:
- Coffee break: coffee and tea, water and biscuits
- Water in meeting rooms for speakers
- Welcome reception: finger food, wine, softs, water for 1,5 hours
- International lunches with soup, salad, hot item, sandwiches or snacks, fruit and water should be available on a cash bar basis in or around the venue.

3.7 Social Events
There are two major social events during the congress:
1. Welcome reception/cocktail following the Opening Ceremony for approx. 2000 participants.
2. Farewell Dinner on Friday evening for approx. 1500 guests.

The space for the Opening Ceremony and welcome reception shall be blocked at the congress venue.
The Farewell Dinner may take place in the congress venue or in another location.
During the bid procedure no pre-bookings etc. need to be made for Farewell dinner, however, you may include suggestions of possible locations and costs.
The bid should specify the costs for both events separately.

4. HOTELS

Please provide a hotel room capacity of approximately 2500 hotel rooms with the following allocation:
15 % of the rooms in 2-star hotels/hostels
25 % of the rooms in 3-star hotels
45 % of the rooms in 4-star hotels
15 % of the rooms in deluxe/5-star hotels

Please state the average price for a single room in each category with the indication whether breakfast is included.

Also indicate the distance to the congress/hotel venue either on foot or by public transportation.
5. BID BOOK CONTENT

5.1 Overview
Overview of:
• the host city and its international flight connections
• infrastructure, public transportation, distance from congress/hotel venue to hotels, leisure attractions, climate
• visa restrictions and visa requirements
• security aspects
• information about any possible restrictions for the industry to present their products/to exhibit or to invite delegates

5.2 Description (including floor plans and facilities) of the Venue

5.3 Detailed cost breakdown of the venue
(Rooms, technical equipment AV, exhibition, mandatory staff, catering etc.) as specified in Section 3 per attached spreadsheet.

5.4 Hotel rooms as described in Section 4

5.5 Quality standards
Please indicate which certifications you have (Green Key, ISO) as well as your sustainability policy.

Should you have any questions, please contact ISI Director Ms Ada van Krimpen at an.vankrimpen@cbs.nl or Ms Nicolette van Erven at vanerven@congressbydesign.com.

6. CRITERIA

The choice of venues will be made, amongst others, based upon the following selection criteria:

1. Ability to meet the meeting rooms requirements as set out in this document.
2. Good accessibility of the city and the congress/hotel venue.
3. Availability and cost of sufficient hotel accommodation (various categories) within walking distance and no more than 30 minutes distance by public transportation.
4. Cost aspects, i.e. competitive and feasible prices ensuring an adequate service level.
5. Quality of the venue and state of art technology (e.g. digital signage, AV, online speaker service centre, etc).
6. Any additional services/facilities provided by the venue.
7. Please provide 3 references of similar conferences held in your venue. If possible with floorplans.
7. PLANNING PROCESS / BIDDING PROCEDURES

7.1 The ISI Executive Committee has decided to organise the 64th ISI World Statistics Congress in Canada.

7.2 Statistics Canada and the Statistical Society of Canada will be strategic partners to the ISI in organising the WSC. They have already been invited to assist the ISI in the selection process.

7.3 Only venues in Canada are eligible to bid.

7.4 Potential applicants are strongly advised to seek the advice and the assistance of the ISI Statistical Office and the professional congress organiser before making an application.

7.5 Applications should be received latest by 1 November 2019.

7.6 Only applications with an existing congress/hotel venue can be accepted.

7.7 Applicants are required to present the content of the bid book as required in item no. 5 of this document.

7.8 Applications shall be sent electronically to the ISI Permanent Office and to our core professional congress organiser at the addresses shown below:

**International Statistical Institute**
Attn. Ms A. van Krimpen
Director
P.O. Box 24070, 2490 AB The Hague, The Netherlands
Phone : +31 (0)70 3375738
Email : an.vankrimpen@cbs.nl

Core professional congress organiser
**Congress by design**
Attn. Ms N.C. van Erven
P.O. Box 77, 3481 DB Harmelen, The Netherlands
Phone : +31 (0)88 0898101
Email : vanerven@congressbydesign.com

Receipt of the application will be acknowledged in writing.

7.9 Any requests from ISI or our core professional congress organiser to the applicant for additional information will be made within 1 month of receipt of the application.

7.10 If the initial application is satisfactory, a representative of ISI and our core professional congress organiser will communicate with the applicant or their representative and review their application in detail; this may involve a site visit to the proposed venues in January 2020.
7.11 If an application does not meet the technical specification, the applicant will be informed as soon as possible and no later than 15 December 2019.

7.12 If the applicant is dissatisfied with a decision made regarding their application, they will have the right of appeal to the ISI Executive Office; an appeal should be submitted as soon as possible and no later than 15 December 2019. The appeal will be considered and decided within fourteen days, and a written response will be provided to the applicant; in this case, the decision of the Executive Committee will be final.

7.13 A final decision on the bids will be made by the end of March 2020.

8. TIMELINE

November 1, 2019  : Bids to be submitted
November 30, 2019 : Information if bid is accepted or declined for further review
January 2020      : Site visits to shortlisted venues
February 2020     : Shortlist decided. Negotiations will start
March 2020        : Final decision
APPENDIX A: RECENT CONGRESS HISTORY

WS Congress years and cities/countries:
Since 1887 the Congress has been held bi-annually, between early July and end of August, in all regions of the world.

<table>
<thead>
<tr>
<th>Upcoming congress:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>63rd</td>
<td>11-15 Jul 2021</td>
</tr>
<tr>
<td></td>
<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Past congresses:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>62nd</td>
<td>18-23 Aug 2019</td>
</tr>
<tr>
<td>61st</td>
<td>16-21 Jul 2017</td>
</tr>
<tr>
<td>60th</td>
<td>27-31 Jul 2015</td>
</tr>
<tr>
<td>59th</td>
<td>25-30 Aug 2013</td>
</tr>
<tr>
<td>58th</td>
<td>20-27 Aug 2011</td>
</tr>
<tr>
<td>57th</td>
<td>16-22 Aug 2009</td>
</tr>
<tr>
<td>56th</td>
<td>22-29 Aug 2007</td>
</tr>
<tr>
<td>55th</td>
<td>5-12 Apr 2005</td>
</tr>
<tr>
<td>54th</td>
<td>13-20 Aug 2003</td>
</tr>
<tr>
<td>53rd</td>
<td>21-29 Aug 2001</td>
</tr>
<tr>
<td>52nd</td>
<td>10-18 Aug 1999</td>
</tr>
</tbody>
</table>

The full list of cities/years is available on: [https://www.isi-web.org/images/about/WSC.pdf](https://www.isi-web.org/images/about/WSC.pdf)

Year open for bid: **ISI WSC 2023**