

VPH2028 bidding rules

Foreword

The International Conference on the Virtual Physiological Human (VPH) is a conference series held biennially on even years, whose objective is to provide a forum for the discussion and the dissemination of the broad field of *in silico* medicine.

The conference is intended also as an opportunity for researchers from all over the world to establish collaborations regardless of geopolitical barriers, identifying areas of cooperation, and promoting the development of partnerships for new research and educational initiatives in the area of *in silico* medicine.

The issues organised so far are:

- VPH2010 – Brussels (Belgium)
- VPH2012 – London (U.K.)
- VPH2014 – Trondheim (Norway)
- VPH2016 – Amsterdam (Netherlands)
- VPH2018 – Zaragoza (Spain)
- VPH2020 – Paris (France - online)
- VPH2022 – Porto (Portugal)
- VPH2024 – Stuttgart (Germany)
- VPH2026 – Milan (Italy)

More information on the conference can be found on: <http://vph-conference.org/>

Organisation

Each conference is organised by a local organising committee, selected through a public bid by the VPH Board of Directors.

VPH2028 Conference bid

Call for bid and selection process

- The call for bid opens on 1 December 2025 and will close on 16 March 2026. Each bidder must submit a written proposal with all the requested information to VPH

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Celestijnenlaan 300C, 3001 Heverlee, Belgium | Legal identification code: 0836.225.023

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Manager, Martina Contin. Proposal must be submitted by e-mail to <manager@vph-institute.org>; receipt will be acknowledged soon thereafter.

- Eventual requests for supplemental information will be made to the bidders no later than 27 March 2026 and shall be supplied before 17 April 2026, again by e-mailing them to the VPH manager.
The winning bid for VPH2028 will be selected at the VPH Board of Directors meeting. Prior the selection process, bidders will be invited to present their proposal to the Board. If a Board member submits a proposal, he/she will lose his/her voting right during the selection process, and will be excluded from all communication pertaining to the competing bids.
- Bidders will be informed on the results of the selection soon after.
- The organisers of VPH2028 will present the event at VPH2026.
- The September 2027 Board meeting will be hosted physically by the organisers of VPH2028, to allow a site visit by the Board, and to provide an update on the organisation of the conference. If hosting will not be possible, a virtual visit will be arranged instead.

Bidding rules

- Relationship between VPH and the organising institution
 - o VPH is the owner of the VPH conference series, the www.vph-conference.org website domain and the VPH conference logo. The access to all these resources will be made available to the organising institution. The conference dissemination material produced by the organising committee shall be approved by VPH prior publication;
 - o Each VPH conference is a separate event: the organising institution assumes in full the commercial risk associated with the event, while VPH ensures that the scientific and organisation standards of the conference series are respected;
 - o Upon request, the VPH will make available to the organising institution an advance of €5,000 to cover the initial costs of the conference organisation; the sum must be returned to the VPH no later than two weeks after the early bird deadline;
 - o Within two months after the end of the conference, the organising institution will pay to VPH €35.00 per paying delegate as a forfeiter contribution to the support VPH has provided to the organising institution. The organising institution will be waived of this payment only if the conference is cancelled due to force majeure.

- These resources will be used by VPH to sustain activities related to the conference series and aimed to promote the VPH, its development, and the academic community around this vision.
- The chair of the meeting and the members of the VPH Board of Directors will become the guest editorial board for the special issue of an internationally peer reviewed journal that will publish as proceedings selected papers presented at the conference. The number of abstracts for which an invitation to submit a full paper will be issued will be significantly larger than the number of publishable papers, so as to ensure to additional element of peer-reviewing.

- **Mandatory requirements**

- The call should be submitted by a representative of a VPH institutional member (ordinary or supporting member) in good standing;
- Define a date, between the last week of August and the last week of September, to ensure continuity with previous conferences, which is not in conflict with any major events relevant for the VPH conference attendance;
- Discount for students: a discounted rate must be available for students;
- Discount for VPH members: a discounted rate must be available for participants who are affiliated to organisations members in good standing of VPH;
- The conference registration process shall foresee the possibility of the collection of the VPH associative quota (currently €900 eur for ordinary members, €90 eur for personal members, €10 eur for students). The collected funds shall be transferred to VPH within 60 days from the end of the conference;
- The program must include spaces and time slots for the VPH General Assembly and Board meeting a plenary session slot to present plans for the next conference, and the possibility to include organise some extra student activities;
- The organisers should explore the possibility of allowing for digital participation, within reasonable bounds.
- The members of the VPH Board of Directors must be included in the International Scientific Committee of the conference, and will serve as reviewers for the abstracts;
- The submission of the following documents:
 - Meeting fee model
 - Composition of the Scientific and Organising committees
 - Paper and/or abstract evaluation and acceptance process

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- Strategic layout of the scientific program, including the major topics
 - A tentative list of keynote speakers
 - Mobility and accommodation, with price range for recommended hotels
 - Description of the venue and of the location
 - A declaration in which the organisers agrees that any modification to what is described in the above documents must be approved by the VPH Board of Directors.
- If considered necessary, the VPH Board of Directors reserves the right to call for a formal presentation of the bid, during a face-to-face or teleconference meeting.

- **Evaluation Criteria**

- Full compliance with previous rules
- Proposed keynote lectures
- Strategic layout of the scientific program
- International scientific board, with a minority of locals
- Specific actions aimed to broaden the participation
- Attention to all branches of *in silico* medicine
- Clear and detailed meeting fee structure
- Reduction of fees for students
- Reduction of fees for members
- Effective mobility and accommodation plan
- Track record of the bidding organisation in hosting similar events
- Location and the area attractions