



# APPOINTMENT OF NON-OFFICIAL CONTRACTOR

Please email / fax this form to:

## TECHNO EXPO

Lot 319, Lorong 12, Jalan Rubber,  
93400 Kuching, Sarawak, Malaysia.  
Tel : +6082 - 241 559 Fax : +6082 - 241 231  
Email : te@technocorp.com.my

Deadline : 18 Feb 2014

### CONTRACTOR PARTICULAR

Organisation :	<input type="text"/>		
Address :	<input type="text"/>	Tel :	<input type="text"/>
	<input type="text"/>	Fax :	<input type="text"/>
	<input type="text"/>	Email :	<input type="text"/>
	<input type="text"/>	Website :	<input type="text"/>
Contact Person :	<input type="text"/>	H/P :	<input type="text"/>
Designation :	<input type="text"/>	Email :	<input type="text"/>

Performance Bond : USD 33.00 per sq.m x	<input type="text"/>	sq.m =	<input type="text" value="USD"/>	**	
Administration Fee : USD 10.00 per sq.m x	<input type="text"/>	sq.m =	<input type="text" value="USD"/>		
Contractor Pass : USD 3.00 each	x	<input type="text"/>	no. =	<input type="text" value="USD"/>	
			TOTAL	<input type="text" value="USD"/>	*

\*\* Please issue 2 separate cheques payable to **Techno Expo Systems(M) Sdn. Bhd.**

- All orders must be accompanied with full payment in cash or cheque. There will be no refund for cancellation.

- Payment made payable to "Techno Expo Systems(M) Sdn. Bhd."

Bank Name: HSBC Bank Malaysia Bhd Bank Branch: K.L Main Branch A/C No: 301-843355-101 Swift Code : HBMBMYKL

- 30% surcharge for late orders received after the deadline and 50% surcharge for on site orders.

Exhibitor :	<input type="text"/>	Booth No :	<input type="text"/>
Authorised by :	<input type="text"/>	H/P :	<input type="text"/>
Tel :	<input type="text"/>	Fax :	<input type="text"/>
	<input type="text"/>	Email :	<input type="text"/>
Date :	<input type="text"/>		

Authorised Signature & Company Chop

# FURNITURE RENTAL ORDER FORM



Please email / fax this form to:

**TECHNO EXPO**

Lot 319, Lorong 12, Jalan Rubber,  
93400 Kuching, Sarawak, Malaysia.  
Tel : +6082 - 241 559 Fax : +6082 - 241 231  
Email : te@technocorp.com.my

**Deadline : 18 Feb 2014**

REF	ITEM	SPECIFICATION	UNIT PRICE (USD)	QUANTITY	AMOUNT (USD)
<b>TABLE &amp; CABINET</b>					
F01	Information Desk	1000Lx500Dx750H mm	23.00		
F02	2'x4' Reception Desk with Skirting	1200Lx600Dx750H mm	20.00		
F03	Lockable Cabinet	1000Lx350Dx700H mm	33.00		
F04	Folding Round Table	850Dx750H mm	21.00		
F05	Low Round Aluminium Table	600Øx700H mm	28.00		
F06	High Round Aluminium Table	600Øx1000H mm	33.00		
F07	High Round Table White Acrylic Adjustable Height	600Dx Adjustable Height	60.00		
F08	Low Glass Top Table	900Øx700H mm	40.00		
F09	High Glass Top Table	900Øx1000H mm	60.00		
<b>DISPLAY SHOWCASES</b>					
F10	Low Display Cube	500Lx500Dx500H mm	20.00		
F10	Medium Display Cube	500Lx500Dx700H mm	26.00		
F10	Tall Display Cube	500Lx500Dx1000H mm	33.00		
F11	Showcase	1000Lx500Dx1000H mm	93.00		
F12	Showcase Tower	500Lx500Dx2140H mm	116.00		
F13	High Showcase	1000Lx500Dx2140H mm	133.00		
<b>CHAIRS &amp; SOFA</b>					
F14	Folding Chair	400Lx400Dx780H mm	6.00		
F15	PU Cushion Discussion Chair	500Lx600Dx860H mm	21.00		
F16	Low Bar Stool	320Lx320Dx500H mm	11.00		
F17	High Bar Stool	320Lx320Dx720H mm	20.00		
F18	High Bar Stool - White Acrylic	460Lx410Dx920H mm	28.00		
F19	Round Table c/w 3 Chairs (Red)	600Dx750H mm	50.00		
F20	Round Table c/w 3 Chairs (White)	600Dx750H mm	60.00		
F21	Round Table c/w 3 Chairs - White Acrylic	600Dx Adjustable Height	140.00		
F22	Single Seater Sofa	710Lx560Dx760H mm	31.00		
F23	4 Single Seater Sofa Set	710Lx560Dx760H mm	150.00		
<b>OTHERS</b>					
F24	Shelf Flat	100Lx300D mm	13.00		
F25	Q-Stand per set of 2	1000Lx760H mm	40.00		
F26	Step-Up Brochure Holder	285Lx285Dx1380H mm	26.00		
F27	Brochure Holder	Trifold	1.00		
F28	Brochure Holder	A5	1.00		
F29	Brochure Holder	A4	2.00		
F30	Starfish Bunting Stand	7ft H	8.00		
F31	Wooden Easel	5ft H	15.00		
F32	Nexchange Poster Frame	Poster Size :20"x30"	16.00		
F33	Waste Paper Basket		1.00		

**TOTAL AMOUNT (USD):**

- 1) All orders must be accompanied with full payment in cash or cheque. There will be no refund for cancellation.
- 2) Payment made payable to "Techno Expo Systems(M) Sdn. Bhd."  
Bank Name: HSBC Bank Malaysia Bhd Bank Branch: K.L Main Branch A/C No: 301-843355-101 Swift Code: HBMBMYKL
- 3) 30% surcharge for late orders received after the deadline and 50% surcharge for on site orders.
- 4) All items are on rental basis.
- 5) The price are for the duration of the exhibition.

**Exhibitor's Details**

Exhibitor : \_\_\_\_\_ Booth No : \_\_\_\_\_

Authorised by : \_\_\_\_\_ H/P : \_\_\_\_\_

Tel : \_\_\_\_\_ Fax : \_\_\_\_\_ Email : \_\_\_\_\_

Date : \_\_\_\_\_

Authorised Signature & Company Chop

Person Incharge :  
**Mohamad Zambri**

H/P: **019-886 8954**

Email: zam80@technocorp.com.my

**TECHNO EXPO**  
• Exhibition • Event • Advertising

# ELECTRICAL RENTAL ORDER FORM

Please email / fax this form to:

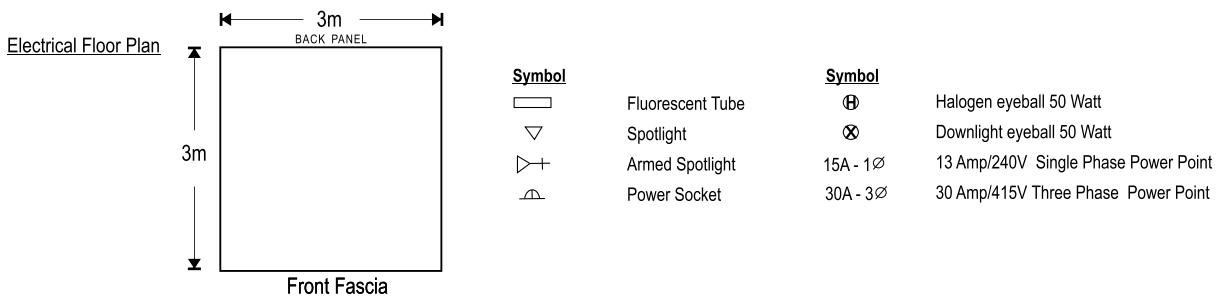
**TECHNO EXPO**

Lot 319, Lorong 12, Jalan Rubber,  
93400 Kuching, Sarawak, Malaysia.  
Tel : +6082 - 241 559 Fax : +6082 - 241 231  
Email : te@technocorp.com.my

**Deadline : 18 Feb 2014**

REF	DESCRIPTION	SPECIFICATION	UNIT PRICE (USD)	QUANTITY	AMOUNT (USD)
E01	Spot Light	(100 Watt)	23.00		
E02	Longarm Spot Light	(100 Watt)	26.00		
E03	Flourescent Light 4ft	(40 Watt)	13.00		
E04	T5 Light	(40 Watt)	20.00		
E05	Halogen Down Light	(50 Watt)	28.00		
E06	Track Light with 3 nos Halogen Spot Light	(50 Watt)	100.00		
E07	Metal Halide	(150 Watt)	83.00		
E08	Flood Light	(300 Watt)	83.00		
E09	13 Amp, Single Phase Power Point	(240 Volt)	23.00		
E10	15 Amp, Single Phase Power Point	(240 Volt)	26.00		
E11	30 Amp, Single Phase Power Point	(240 Volt)	83.00		
E12	15 Amp, Three Phase Power Point	(415 Volt)	100.00		
E13	30 Amp, Three Phase Power Point	(415 Volt)	200.00		
E14	Lighting Connection (without wiring)	(max 100 Watt per fitting)	20.00		
E15	Plasma / LCD TV 42" with Digital Player		266.00		
<b>TOTAL AMOUNT (USD) :</b>					

Sketch your orders, such as power socket, spotlights and etc on the plan below



- 1) All orders must be accompanied with full payment in cash or cheque. There will be no refund for cancellation.
- 2) Payment made payable to "Techno Expo Systems(M) Sdn. Bhd."  
Bank Name: HSBC Bank Malaysia Bhd Bank Branch: K.L Main Branch A/C No: 301-843355-101 Swift Code : HBMBMYKL
- 3) 30% surcharge for late orders received after the deadline and 50% surcharge for on site orders.
- 4) All items are on rental basis.
- 5) The price are for the duration of the exhibition.
- 6) All items above are quoted based on floor level installation. Power socket on ceiling truss is upon request and subjected to additional charges.
- 7) All prices quoted include approval fee, installation, power consumption and standby maintenance.
- 8) Power points are meant for non-lighting purpose only. Usage of such points for any lighting purposes will incur a charge for lighting connection.
- 9) All lighting connection is charged accordingly to the number of tubes or bulbs lighted on the stand.
- 10) All lighting connection work must be done by the Official Electrical Contractor. Without any exception, exhibitors including those who provide their own lighting fixtures will be charged the lighting connection fee accordingly.
- 11) A socket must be used for one exhibit at a time. Multi-point connection is STRICTLY PROHIBITED to prevent trip/ power overload.
- 12) All electrical installations must confirm strictly to the required safety regulations without exception.
- 13) A surcharge of 100% will be added if you required 24-hours operating services.

**Exhibitor's Details**

Exhibitor : \_\_\_\_\_ Booth No : \_\_\_\_\_

Authorised by : \_\_\_\_\_ H/P : \_\_\_\_\_

Tel : \_\_\_\_\_ Fax : \_\_\_\_\_ Email : \_\_\_\_\_

Date : \_\_\_\_\_

Authorised Signature & Company Chop

Person Incharge :  
**Mohamad Zambri**

H/P: **019-886 8954**

Email: zam80@technocorp.com.my

**TECHNO EXPO**  
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# LOGO & POSTER RENTAL ORDER FORM



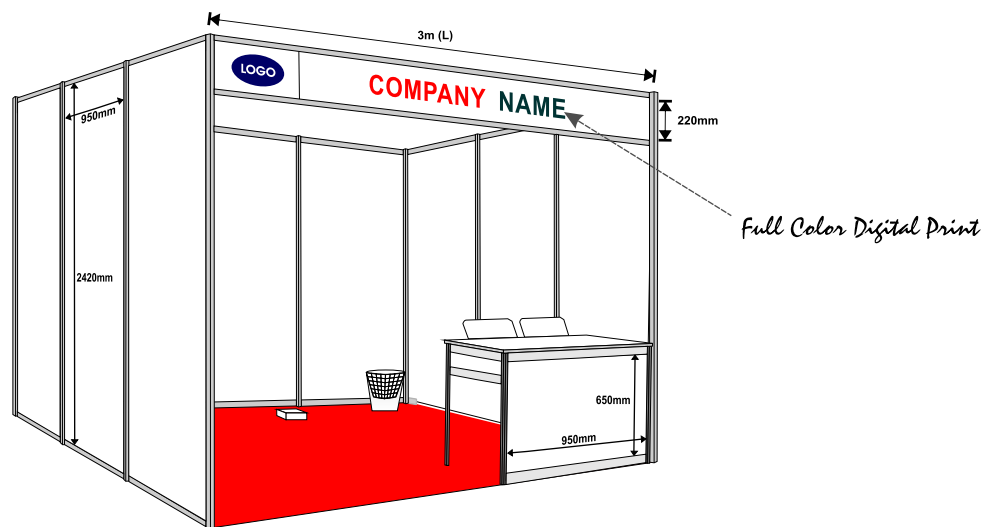
9th - 11th March 2014

Please email / fax this form to:

## TECHNO EXPO

Lot 319, Lorong 12, Jalan Rubber,  
93400 Kuching, Sarawak, Malaysia.  
Tel : +6082 - 241 559 Fax : +6082 - 241 231  
Email : te@technocorp.com.my

**Deadline : 18 Feb 2014**



A corporate logo may be attached to the Fascia Board at the Exhibitor's expense.  
If you wish to have your logo on the fascia , please send a sample with this order form.

- Standard size : 220mm(H) x 3m(L) - Logo & Company Name only      USD 28.00 x  set = USD
- Size : 600mm(H) x 3m(L) - Logo & Company Name with background      USD 100.00 x  set = USD
- Size : 1m(H) x 3m(L) - Logo & Company Name with background      USD 150.00 x  set = USD
- Size : 1m(H) x 6m(L) - Logo & Company Name with background      USD 300.00 x  set = USD
- Please send us a quote based on the attached logo for size  (H) x  (L)
- Size : 950 w x 2420mm H - Digital Print Poster on Vinyl Sticker      USD 93.000 x  no = USD

- 1) All orders must be accompanied with full payment in cash or cheque. There will be no refund for cancellation.
- 2) Payment made payable to "Techno Expo Systems(M) Sdn. Bhd."

Bank Name : HSBC Bank Malaysia Bhd    Bank Branch: K.L Main Branch    A/C No: 301-843355-101    Swift Code: HBMBMYKL

- 3) 30% surcharge for late orders received after the deadline and 50% surcharge for on site orders.

### Exhibitor's Details

Exhibitor : \_\_\_\_\_ Booth No : \_\_\_\_\_

Authorised by : \_\_\_\_\_ H/P : \_\_\_\_\_

Tel : \_\_\_\_\_ Fax : \_\_\_\_\_ Email : \_\_\_\_\_

Date : \_\_\_\_\_

Authorised Signature & Company Chop

Person Incharge :  
Mohamad Zambri

H/P: 019-886 8954

Email: zam80@technocorp.com.my



# SERVICE ORDER FORM

Please email / fax this form to:

## TECHNO EXPO

Lot 319, Lorong 12, Jalan Rubber,  
93400 Kuching, Sarawak, Malaysia.  
Tel : +6082 - 241 559 Fax : +6082 - 241 231  
Email : te@technocorp.com.my

Deadline : 18 Feb 2014

ITEM	DESCRIPTION	DURATION	UNIT PRICE (USD)	QUANTITY	AMOUNT (USD)
1	Trolley	½ Hour	16.00		
2	Porter Service (Loading / Unloading / Carrying)	½ Hour	15.00per pax		
3	Handyman (Fixing / Hanging / Taping)	½ Hour	26.00 per pax		
4	Ladder	½ Hour	16.00		
<b>TOTAL AMOUNT (USD) :</b>					

1) All orders must be accompanied with full payment in cash or cheque. There will be no refund for cancellation.

2) Payment made payable to "Techno Expo Systems(M) Sdn. Bhd."

Bank Name: HSBC Bank Malaysia Bhd      Bank Branch: K.L Main Branch      A/C No: 301-843355-101      Swift Code: HBMBMYKL

3) 30% surcharge for late orders received after the deadline and 50% surcharge for on site orders.

4) All items are on rental basis.

5) We shall not be held responsible incase of breakage whatsoever in providing the above services.

### Exhibitor's Details

Exhibitor : \_\_\_\_\_ Booth No : \_\_\_\_\_

Authorised by : \_\_\_\_\_ H/P : \_\_\_\_\_

Tel : \_\_\_\_\_ Fax : \_\_\_\_\_ Email : \_\_\_\_\_

Date : \_\_\_\_\_

Authorised Signature & Company Chop

Person Incharge :

\_\_\_\_\_  
Mohamad Zambri

H/P: 019-886 8954

Email: zam80@technocorp.com.my

**TECHNO EXPO**  
*• Exhibition • Event • Advertising*



# BORNEO CONVENTION CENTRE KUCHING

**Audio Visual**

**Doc. No.: FM-EXH-001**

**Effective Date:** 1<sup>st</sup> June 2013

**Rev:** 00

**Page 1 of 2**

**RETURN TO :** Borneo Convention Centre Kuching (BCKK)  
 The Isthmus, Sejingkat, 93050 Kuching Sarawak  
 Tel: +6082 – 392 888 Fax:+6082 – 480 222 Email: luqman.hakim@bckk.com.my

<b>Company name</b>		<b>Exhibition/Event</b>	
<b>Stand name</b>		<b>Booth/Room #</b>	
<b>Postal address</b>		<b>Office #</b>	(+ )
		<b>A/H/mobile #</b>	(+ )
		<b>Facsimile #</b>	(+ )
<b>Authorized by</b>		<b>e – mail address</b>	
<b>Signature</b>		<b>Dates required</b>	
<b>Date</b>		<b>(From – To)</b>	

Selection	Quantity	No. of Days	Unit Price (RM)	Total (RM)
<b>Video Equipment</b>				
LCD Projector – 4,000 ansi lumens per unit per day			2,500.00	
LCD Projector – 1,500 ansi lumens per unit per day			350.00	
7' x 7' Tripod Screen per unit per day			120.00	
7' x 7' Wall Screen per unit per day			100.00	
<b>Technician – On Standby</b>				
Technician ( min 4 hrs ) Additional hours @ RM 50.00 nett per hour			250.00	
Technician ( full day – 8 hrs ) Additional hours @ RM 50.00 nett per hour			400.00	
<b>Audio Visual</b>				
Wired Mic per unit per day			80.00	
Cordless /Lapel Mic per unit per day			120.00	
5-way compact disc player Or Auto reverse double cassette deck per unit per day			50.00	
DVD/VCD/CD Player Or VCR player/recorder per unit per day			60.00	
42" Multi System Plasma TV w/stand per unit per day			600.00	
52" Multi System Plasma TV w/stand per unit per day			800.00	
			<b>SUB TOTAL</b>	<b>RM</b>
			Service Charge @ 10% and Government Tax @ 6%	<b>RM</b>
			<b>TOTAL</b>	<b>RM</b>

\* Rates is valid till 31<sup>st</sup> Dec 2014

**SERVICES WILL NOT BE RENDERED UNTIL FULL PAYMENT IS RECEIVED**



# BORNEO CONVENTION CENTRE KUCHING

**Audio Visual**

**Doc. No.: FM-EXH-001**

**Effective Date:** 1<sup>st</sup> June 2013

**Rev:** 00

**Page 2 of 2**

## Conditions

- The equipment will be delivered to exhibitor' booth on the last day of build up.
- All equipments must be returned to the Centre in the same condition they were delivered.
- Lost or damaged equipment are subject to replacement or a repair cost.
- No refund will be made for order (s) cancelled for equipment installed and not used during the Event.
- Please arrange with the booth contractor all the required power connections prior to build up.
- The rates quoted are for the duration of the Event period only.

## Order Deadline

- Any order must be submitted 14 days prior to the Event.
- Full payment must be received by the Centre 14 days prior to the Event. After which the order (S) becomes null and avoid, and your order shall officially be deemed cancelled automatically.
- Payment made after the deadline is Subject to a 20% surcharge.

## Payment Policy

- All order will be processed once payment and completed form (S) have been received. An invoice will be provided on-site once payment has been received. Credit card will be required to cover any on-site incidentals.
- All prices are subject to a 6% government tax and a 10% service tax.
- All cheques are to be made out to " Ivory Success Sdn. Bhd."
- Please mark billing instruction :

- Cash       Cheque       Credit Card       Bank Draft

<b>We, the undersigned, hereby agree &amp; accept the foregoing</b>	<b>For official use only (BORNEO CONVENTION CENTRE KUCHING)</b>
<b>Name :</b>  <b>Signature:</b>  <b>Date:</b>  <b>Company Stamp:</b>	<b>Date Received :</b>





# BORNEO CONVENTION CENTRE KUCHING

## Telecommunications

Doc. No.: FM-EXH-007

Effective Date: 1<sup>st</sup> June 2013

Rev: 00

Page 1 of 2

RETURN TO : Borneo Convention Centre Kuching (BCCK)  
 The Isthmus, Sejingkat, 93050 Kuching, Sarawak, Malaysia  
 Fax : +6082 – 480 222 Tel : +6082-392 888 Email : luqman.hakim@bcck.com.my

Company name		Exhibition/Event	
Stand name		Booth/Room #	
Postal address		Office #	(+ )
		A/H/mobile #	(+ )
		Facsimile #	(+ )
		e – mail address	
Authorized by		Dates required	
Signature		(From – To)	
Date			

Venue	Installation Rates	Daily Rate (RM)	No. Of Days	No. Of Units	Total (RM)
<b>Telephone / Fax</b>					
International Direct Dial ( IDD )	200.00				
Local Direct Dial ( LDD )	200.00				
Incoming Calls	200.00				
External Line Patching	200.00				
<b>Internet ( Wired )</b>					
Wired – Single Access / Per Day	100.00				
Dedicated Broadband - 1 MB	1500.00				
Multiple Device Access Charge per point	50.00				
Network Cable ( 5 Metre ) per line	30.00				
External Line Patching per line	200.00				
<b>Internet ( Wireless )</b>					
Wireless – Single Access (Per User) – 12 Hours / Day	60.00				
Dedicated Line (Shared)– 1 MB	850.00				

\* Rates is valid till 31<sup>st</sup> Dec 20134

SUB TOTAL RM

Service Charge @ 10% and Government Tax @ 6% RM

TOTAL RM

**SERVICES WILL NOT BE RENDERED UNTIL FULL PAYMENT IS RECEIVED**

Selection	Billing	Unit Price (RM)	No. of Lines	Total (RM)
<b>Deposit</b>				
1. International Direct Cal ( IDD )		1,000.00		
2. Local Direct Call		250.00		

**REMARKS :-**

- Rates are subject to prevailing taxes and are subject to change without notice
- Liability for failure of equipment or services is only limited to a full refund of the rental or service rate



# BORNEO CONVENTION CENTRE KUCHING

**Telecommunications**

**Doc. No.: FM-EXH-007**

**Effective Date:** 1<sup>st</sup> June 2013

**Rev:** 00

**Page 2 of 2**

## Conditions

- The completed order form must be submitted with a floor plan specifying the exact communication lines location(s) and must be received by the Centre 14 working days before the build-up date.
- All communication lines will be placed inside the booth if the exact location (s) are not given.
- Relocation charges will apply if the line(s) require to be shifted.
- Due to the nature of the service and risk factors beyond the Centre's control, the Centre cannot guarantee that the services will be free from any fault, error or interruption. The Centre shall not be liable nor held responsible for any delay or failure in communication whatsoever and as a result of circumstances beyond the Centre's control.
- All devices that are used on the network for internet Access requires an IP address that is assigned by the Centre's IT Division.
- A deposit (as stated in the form) must be placed for telephone or fax line orders. The deposit will be used to offset the loss of equipment and expenses incurred for any local/overseas calls. A refund will be made after the receipt of the appropriate telephone bills.
- No refunds will be made for services installed and not used during Event.
- The refund for overpayment will be processed by the Department of Finance between 15-30 days after the Event's closing date.
- The rates charged are applicable for the duration of the Event only.

## Order Deadline

- Full payment must be received by the Centre 14 days prior to the Event. After which the orders (s) becomes null and void, and your order shall officially be deemed cancelled automatically.
- Payment made after the deadline is subject to a 20% surcharge.
- The availability of a Dedicated SDSL/ADSL Broadband is subject to a receipt of full payment at least 14 days prior to the commencement of the Event.

## Payment Policy

- All order will be processed once payment and completed form (S) have been received. An invoice will be provided on-site once payment has been received. Credit card will be required to cover any on-site incidentals.
- All prices are subject to a 6% government tax and a 10% service tax.
- All cheques are to be made out to "Ivory Success Sdn. Bhd."
- Please mark billing instruction :

Cash

Cheque

Credit Card

Bank Draft

<b>We, the undersigned, hereby agree &amp; accept the foregoing</b>	<b>For official use only (BORNEO CONVENTION CENTRE KUCHING)</b>
<b>Name :</b>	<b>Date Received :</b>
<b>Signature:</b>	
<b>Date:</b>	
<b>Company Stamp:</b>	



# BORNEO CONVENTION CENTRE KUCHING

**Flowers & Potted Plants**

**Doc. No.: FM-EXH-006**

**Effective Date:** 1<sup>st</sup> June 2013

**Rev:** 00

**Page 1 of 2**

**RETURN TO :** Borneo Convention Centre Kuching (BCKK)  
 The Isthmus, Sejingkat, 93050 Kuching, Sarawak, Malaysia  
 Fax : +6082 – 480 222 Tel : +6082-392 888 Email: luqman.hakim@bckk.com.my

<b>Company name</b>		<b>Exhibition/Event</b>	
<b>Stand name</b>		<b>Booth/Room #</b>	
<b>Postal address</b>		<b>Office #</b>	(+ )
		<b>A/H/mobile #</b>	(+ )
		<b>Facsimile #</b>	(+ )
<b>Authorized by</b>		<b>e – mail address</b>	
<b>Signature</b>		<b>Dates required</b>	
<b>Date</b>		<b>(From – To)</b>	

Selection	Quantity	Cost Per Event ( Max. 4 Days )	Total (RM)
<b>Potted Plant</b>			
Big Plant ( 5' – 7' Height )		60.00	
Medium Plant ( 2' – 4' )		45.00	
Small Plant ( Less than 2' )		30.00	
Posie (Round) - Small		70.00	
Long Arrangement (Low & Long) - Small		70.00	
Hand Bouquet		120.00	
		<b>SUB TOTAL</b>	<b>RM</b>
		Service Charge @ 10% and Government Tax @ 6%	<b>RM</b>
		<b>TOTAL</b>	<b>RM</b>

•Rates is valid till 31<sup>st</sup> Dec 2014

**SERVICES WILL NOT BE RENDERED UNTIL FULL PAYMENT IS RECEIVED**



# BORNEO CONVENTION CENTRE KUCHING

**Flowers & Potted Plants**

**Doc. No.: FM-EXH-006**

**Effective Date:** 1<sup>st</sup> June 2013

**Rev:** 00

**Page 2 of 2**

## Conditions

- Potted plants and flowers are delivered to exhibitor' booth on the last day of build up.
- Potted plants are ordered on a 4-day basis.
- Potted plants and flowers must ordered from the centre.

## Order Deadline

- The completed order form(s) must be received by the Centre with full payment 14 days prior to the Event.
- Order(S) received 14 days prior to the commencement of the Event or on-site are subject to a 20% surcharge.

## Payment Policy

- All order will be processed once payment and completed form (S) have been received. An invoice will be provided on-site once payment has been received. Credit card will be required to cover any on-site incidentals.
- All prices are subject to a 6% government tax and a 10% service tax.
- All cheques are to be made out to " Ivory Success Sdn. Bhd."
- Please mark billing instruction :

Cash

Cheque

Credit Card

Bank Draft

<b>We, the undersigned, hereby agree &amp; accept the foregoing</b>	<b>For official use only (BORNEO CONVENTION CENTRE KUCHING)</b>
<b>Name :</b>  <b>Signature:</b>  <b>Date:</b>  <b>Company Stamp:</b>	<b>Date Received :</b>



# BORNEO CONVENTION CENTRE KUCHING

**Booth Catering -A**

**Doc. No.: FM-EXH-008**

**Effective Date:** 1<sup>st</sup> June 2013

**Rev:** 00

**Page 1 of 3**

**RETURN TO :** Borneo Convention Centre Kuching (BCCK)  
 The Isthmus, Sejingkat 93050 Kuching, Sarawak, Malaysia  
 Fax : +6082 – 480 222 Tel : +6082-392 888 Email : luqman.hakim@bcck.com.my

<b>Company name</b>		<b>Exhibition/Event</b>	
<b>Stand name</b>		<b>Booth/Room #</b>	
<b>Postal address</b>		<b>Office #</b>	(+ )
		<b>A/H/mobile #</b>	(+ )
		<b>Facsimile #</b>	(+ )
<b>Authorized by</b>		<b>e – mail address</b>	
<b>Signature</b>		<b>Dates required</b>	
<b>Date</b>		<b>(From – To)</b>	

Selection	Quantity	No. of Days	Price (RM)	Total (RM)
<b>Asian Snacks</b>				
Spicy Tomato Sardine Puff - (60 Pcs)			180.00	
Honey Baked Spicy Chicken Wing – (60Pcs)			180.00	
Inche Cabin – Braised Fried Coconut Chicken Tulips – (60Pcs)			180.00	
Vegetarian Samosa with Yogurt – Mini Dip – (60Pcs)			180.00	
Cucur Udang with Spicy Peanut Gravy - (60Pcs)			180.00	
Fried Yam Cake with Thai Chili Sauce -(60Pcs)			180.00	
Mini Spring Roll with Plum Sauce -(60Pcs)			180.00	
Yakitori (Grilled Japanese Style Chicken Skewers) – (60 Pcs)			180.00	
Otah – Otah Puff Roll – (60Pcs)			240.00	
Shrimp Patties in Spicy Chili Sauce – (60Pcs)			210.00	
<b>Western Snacks</b>				
Assorted Triangle Sandwiches – (60Pcs)			250.00	
Spicy Tuna Tartlets with Harissa and Cheddar Cheese – (60Pcs)			250.00	
Salmon Mousse Tartlets – (60Pcs)			250.00	
Cajun Chicken on Chinese Mun Tao – (60 Pcs)			210.00	
Olive & Sun-dried Tomato Quiche – (60Pcs)			210.00	
Puff Pastry Pillows filled with Leek and Salmon –(60Pcs)			250.00	
Mediterranean Ratatouille and Mozzarella Tartlets – (60Pcs)			250.00	
Baked Crab Cakes with Mango Salsa – (60Pcs)			250.00	
Lamb Fritters with Minted Cream Sauce – (60Pcs)			210.00	
Breaded Cheese Baton with Tomato Salsa – (60Pcs)			250.00	
			<b>SUB TOTAL</b>	<b>RM</b>
			Service Charge @ 10% and Government Tax @ 6%	<b>RM</b>
			<b>TOTAL</b>	<b>RM</b>

\* Rates is valid till 31<sup>st</sup> Dec 2014

**SERVICES WILL NOT BE RENDERED UNTIL FULL PAYMENT IS RECEIVED**



# BORNEO CONVENTION CENTRE KUCHING

**Booth Catering - B**

**Doc. No.: FM-EXH-008**

**Effective Date:** 1<sup>st</sup> June 2013

**Rev:** 00

**Page 2 of 3**

**RETURN TO :** Borneo Convention Centre Kuching (BCCK)  
 The Isthmus, Sejingkat, 93050 Kuching, Sarawak, Malaysia  
 Fax : +6082 – 480 222 Tel : +6082-392 888 Email : luqman.hakim@bcck.com.my

<b>Company name</b>		<b>Exhibition/Event</b>	
<b>Stand name</b>		<b>Booth/Room #</b>	
<b>Postal address</b>		<b>Office #</b>	(+ )
		<b>A/H/mobile #</b>	(+ )
		<b>Facsimile #</b>	(+ )
<b>Authorized by</b>		<b>e – mail address</b>	
<b>Signature</b>		<b>Dates required</b>	
<b>Date</b>		<b>(From – To)</b>	

Selection	Quantity	No. of Days	Price (RM)	Total (RM)
<b>Sweet Items</b>				
Assorted Malay Kuih – (60Pcs)			210.00	
Assorted Gourmet Cookies– (60Pcs)			120.00	
Orange Glazed Muffin – (60Pcs)			240.00	
Sinful Chocolate Brownies – (60Pcs)			250.00	
Selection Of French Pastries - (60Pcs)			180.00	
Mini Fruits Tartlets - (60Pcs)			210.00	
Mini Chocolate Eclair-( 60Pcs)			180.00	
Mini Vanilla Cream Puff – (60 Pcs)			180.00	
Walnut – Carrot Cake Squares – (60Pcs)			180.00	
Sarawak Kueh Lapis – (60Pcs)			120.00	
Ice Cream Cup – (150Pcs)			300.00	
<b>Deluxe Selection</b>				
Assorted Mini Roll Sandwiches – (60Pcs)			270.00	
Tuna, Tomato and Roasted Peppers Crostini – (60Pcs)			240.00	
Orange Scented Crispy Duck on Chinese Mun Tau – (60 Pcs)			270.00	
Tea-filled Salmon roll on Herb-Focaccia – (60Pcs)			240.00	
Smoked Salmon Rosettes on Crostini –(60Pcs)			270.00	
Steamed White Cod ini Black Olive Pesto – (60Pcs)			270.00	
Steamed Fish Goujon with Orangey Saffron Dip – (60Pcs)			240.00	
Corn and Crab Meat Cake with Curried Mayonnaise – (60Pcs)			270.00	
Assorted Cheese Platter (500g) with Wheat Crackers – (500gm)			525.00	
Friandises Deluxe Cookie Assortment – (60Pcs)			180.00	
Superior French Pastries Assortment– (60Pcs)			240.00	

\* Rates is valid till 31<sup>st</sup> Dec 2013

SUB TOTAL RM

Service Charge @ 10% and Government Tax @ 6% RM

**TOTAL RM**

**SERVICES WILL NOT BE RENDERED UNTIL FULL PAYMENT IS RECEIVED**



# BORNEO CONVENTION CENTRE KUCHING

**Booth Catering – A & B**

**Doc. No.: FM-EXH-008**

**Effective Date:** 1<sup>st</sup> June 2013

**Rev:** 00

**Page 3 of 3**

## Rules and Regulations

- The Borne Convention Centre Kuching has exclusive food and beverage distribution rights within the venue
- Any outside food items brought into its premises for sale and consumption is strictly prohibited.
- Food orders placed are not refundable

## Conditions

- Crockery and cutleries will be provided. Lost or missing crockery and cutleries will be borne by exhibitors.
- Power connection shall be arranged for any order(s) of hot food. Please arrange with appointed booth contractor prior to build up.

## Order Deadline

- Full payment must be received by the Centre 14 days prior to the Event. After which the order (s) becomes null and void, and your order shall officially be deemed cancelled automatically.
- Payment made after the deadline subject to a 20% SURCHARGE

## Payment Policy

- All order will be processed once payment and completed form (S) have been received. An invoice will be provided on-site once payment has been received. Credit card will be required to cover any on-site incidentals.
- All prices are subject to a 6% government tax and a 10% service tax.
- All cheques are to be made out to " Ivory Success Sdn. Bhd."
- Please mark billing instruction :

Cash

Cheque

Credit Card

Bank Draft

We, the undersigned, hereby agree & accept the foregoing	For official use only (BORNEO CONVENTION CENTRE KUCHING)
<b>Name :</b>  <b>Signature:</b>  <b>Date:</b>  <b>Company Stamp:</b>	<b>Date Received :</b>



# BORNEO CONVENTION CENTRE KUCHING

<b>Beverage</b>		<b>Doc. No.: FM-EXH-009</b>
<b>Effective Date:</b> 1 <sup>st</sup> June 2013	<b>Rev:</b> 00	<b>Page 1 of 2</b>

**RETURN TO :** Borneo Convention Centre Kuching (BCCK)  
 The Isthmus, Sejingkat, 93050 Kuching, Sarawak, Malaysia  
 Fax : +6082 – 480 222 Tel : +6082-392 888 Email: luqman.hakim@bccck.com.my

<b>Company name</b>		<b>Exhibition/Event</b>	
<b>Stand name</b>		<b>Booth/Room #</b>	
<b>Postal address</b>		<b>Office #</b>	(+ )
		<b>A/H/mobile #</b>	(+ )
		<b>Facsimile #</b>	(+ )
<b>Authorized by</b>		<b>e – mail address</b>	
<b>Signature</b>		<b>Dates required</b>	
<b>Date</b>		<b>(From – To)</b>	

Selection	Quantity	Price	Total (RM)
<b>Beverage</b>			
Coffee (20 liter) – Approximately 100 Cup (Dispenser)		160.00	
Tea (20 liter) – Approximately 100 Cup (Dispenser)		120.00	
Chilled Juices (3 Hours @ Free Flow) Per person		30.00	
Beer Draught	Per Barrel	950.00	
Soft Drink (3 Hours @ Free Flow) Per person		12.00	
Cordial (3 Hours @ Free Flow) Per Person		7.00	
Auto Coffee Machine + Service Personnel	100 Cups	1,350.00	
An Additional of 50 Cups for Coffee Bean Refill	50 Cups	450.00	
Bottled Mineral Water (500ml)	Carton (24 Bottles)	45.00	
1 Water Dispenser + 5 units Of Bottled Mineral Water	Per Set	250.00	
Bottle Mineral Water Refill – 5 Gallons	Per Bottle	55.00	
Paper Cups (50 Cups)	Per Pack	18.00	
Soft Drink – 24 Cans Per Carton	Per Carton	72.00	
Chinese Tea Osmenthus (20 liter) – Approximately 200 cups	Per 200 cups	90.00	
Chinese Tea Ti Kuan Tin (20 liter) – Approximately 200 cups	Per 200 cups	40.00	
<b>SUB TOTAL</b>			RM
Service Charge @ 10% and Government Tax @ 6%			RM
<b>TOTAL</b>			RM

\* Rates is valid till 31<sup>st</sup> Dec 2014

**SERVICES WILL NOT BE RENDERED UNTIL FULL PAYMENT IS RECEIVED**





# BORNEO CONVENTION CENTRE KUCHING

**Beverage**

**Doc. No.:** FM-EXH-009

**Effective Date:** 1<sup>st</sup> June 2013

**Rev:** 00

**Page 2 of 2**

## Rules and Regulations

- The Borne Convention Centre Kuching has exclusive food and beverage distribution rights within the venue
- Any outside food items brought into its premises for sale and consumption is strictly prohibited.
- Beverage orders placed made are not refundable

## Conditions

- A deposit of RM1,000.00 must be placed for each water dispenser. This deposit will be used to offset any damages or loss of equipment.
- Crockery and cutleries are available. The exhibitor is responsible and will be charged for any loss or damaged crockery and cutleries.
- Power connection shall be arranged for any order(s) of coffee machine(s) and water dispenser. Please arrange with appointed booth contractor prior to build up

## Order Deadline

- Full payment must be received by the Centre 14 days prior to the Event. After which the order (s) becomes null and void, and your order shall officially be deemed cancelled automatically.
- Payment made after the deadline subject to a 20% SURCHARGE

## Payment Policy

- All order will be processed once payment and completed form (S) have been received. An invoice will be provided on-site once payment has been received. Credit card will be required to cover any on-site incidentals.
- All prices are subject to a 6% government tax and a 10% service tax.
- All cheques are to be made out to " Ivory Success Sdn. Bhd."
- Please mark billing instruction :

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Cheque

Credit Card

Bank Draft

<b>We, the undersigned, hereby agree &amp; accept the foregoing</b>	<b>For official use only (BORNEO CONVENTION CENTRE KUCHING)</b>
<b>Name :</b>  <b>Signature:</b>  <b>Date:</b>  <b>Company Stamp:</b>	<b>Date Received :</b>



# BORNEO CONVENTION CENTRE KUCHING

**Service Staff**

**Doc. No.:** FM-EXH-012

**Effective Date:** 1<sup>st</sup> June 2013

**Rev:** 00

**Page 1 of 2**

**RETURN TO :** Borneo Convention Centre Kuching  
 The Isthmus, Sejingkat, 93050 Kuching, Sarawak, Malaysia  
 Fax : +6082 - 480 222 Tel : +6082-392 888 Email: luqman.hakim@bcck.com.my

<b>Company name</b>		<b>Exhibition/Event</b>	
<b>Stand name</b>		<b>Booth/Room #</b>	
<b>Postal address</b>		<b>Office #</b>	(+ )
		<b>A/H/mobile #</b>	(+ )
		<b>Facsimile #</b>	(+ )
<b>Authorized by</b>		<b>e – mail address</b>	
<b>Signature</b>		<b>Dates required</b>	
<b>Date</b>		<b>(From – To)</b>	

Selection	Hours	No. of Pax	Cost Per Hour (RM)	Time Required	Total (RM)
<b>Description</b>					
Service Personnel (Min of 4 hours)			16.00	Per Hour	
Casual Worker/Partimer (Min 4 Hours)			14.00	Per Hour	

•Rates is valid till 31<sup>st</sup> Dec 2014

SUB TOTAL RM

Service Charge @ 10% and Government Tax @ 6% RM

**TOTAL RM**

**SERVICES WILL NOT BE RENDERED UNTIL FULL PAYMENT IS RECEIVED**



# BORNEO CONVENTION CENTRE KUCHING

**Service Staff**

**Doc. No.: FM-EXH-012**

**Effective Date:** 1<sup>st</sup> June 2013

**Rev:** 00

**Page 2 of 2**

## Conditions

- The hiring of service staff is based on an hourly rate with a minimum of 4 hours.
- Service staff is to be recruited exclusively for F&B services only.
- Late orders are subject to availability.

## Order Deadline

- The completed order form(s) must be received by the centre with full payment 14 days prior to the event.
- Order (s) received 14 days prior to the commencement of the event or on-site are subject to a 20% surcharge.

## Payment Policy

- All order will be processed once payment and completed form (S) have been received. An invoice will be provided on-site once payment has been received. Credit card will be required to cover any on-site incidentals.
- All prices are subject to a 6% government tax and a 10% service tax.
- All cheques are to be made out to " Ivory Success Sdn. Bhd."
- Please mark billing instruction :

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Cheque

Credit Card

Bank Draft

We, the undersigned, hereby agree & accept the foregoing	For official use only (BORNEO CONVENTION CENTRE KUCHING)
<p><b>Name :</b></p> <p><b>Signature:</b></p> <p><b>Date:</b></p> <p><b>Company Stamp:</b></p>	<p><b>Date Received :</b></p>