

Exhibitor Services Order Form

Information Technology (IT) Services

OMAN CONVENTION
& EXHIBITION CENTRE
مركز عُمان للمؤتمرات والمعارض



Exhibitor Details: Successful delivery of this order is dependent on the correct event and contact details being provided. Any changes to event and contact details shall be communicated to: exhibitorservices@omanconvention.com.

Exhibition Name		Deadline Date	14 Days before move-in
Exhibition Stand Name		Stand No.	
Company Name		Contact Name	
Contact Details - Email		Contact Number	
Billing Address			

Item Description	Qty	Price OMR	Per U/M	Total OMR
Desktop PC		60.000	Each/Event	
Internet via LAN Network Port (2Mb)		10.000	Each/Event	
Internet via LAN Network Port (4Mb)		20.000	Each/Event	
Internet via LAN Network Port (10Mb)		40.000	Each/Event	
Internet via LAN Network Port (50Mb)		240.000	Each/Event	
Internet via LAN Network Port (100Mb)		444.000	Each/Event	
Internet via LAN Network Port (200Mb)		888.000	Each/Event	
Internet via LAN Network Port (500Mb)		1200.000	Each/Event	
Internet via LAN Network Port (1GB)		1800.000	Each/Event	
Telephone Line with Standard Handset		10.000	Each/Event	
Telephone Line with Conference Phone		13.000	Each/Event	
Telephone Line – Analogue (line only)		13.000	Each/Event	
Network Switch		33.000	Each/Event	

- The most frequently requested services are listed. Pricing is valid from 01 January – 31 December 2019.
- Service order forms received before the deadline date shall result in a 5% discount in the listed price.
- Service order forms received on the 1st day of Move In shall result in a 20% increase in the listed price.
- Incomplete service order forms shall delay processing to finality. Full payment is required upon submission.
- To explore further possibilities connect with: exhibitorservices@omanconvention.com

- Telephone call charges shall be calculated daily at prevailing Omantel rates and charged accordingly.
- Additional bandwidth options are available along with custom IT networking configuration and products. Details on application.
- All services shall be activated and available for use on the first day of the event open period. If services are required during build-up and/or breakdown periods then additional charges may apply.

Sub Total OMR	
Early Price - 5% OMR	
Late Price + 20% OMR	
Grand Total OMR	

Payment: All payments shall be in Omani Rials (OMR) and be received in advance. Choose from two payment options:

Payment Option 1: Electronic Funds Transfer (EFT)	Transfer total amount due to:
Bank Account Name:	Oman Tourism Development Company SAOC (Omran OCEC Revenue)
Bank Name:	Bank Muscat
Bank Account Number and Swift Code:	Account Num. 0423008860360095 Swift Code. BMUSOMRX

Kindly email proof of payment (Bank transfer confirmation/remittance) to: exhibitorservices@omanconvention.com. Quote: Exhibition name and stand number as the reference.

Terms and Conditions:

- All services are subject to availability, and shall be considered confirmed and only be delivered upon full payment.
- All equipment and furniture remain OCEC property unless otherwise specified and shall be installed and removed by authorised OCEC staff only.
- All OCEC equipment and furniture shall remain within the OCEC and be returned in the same condition as delivered. Any damages or loss thereof shall be charged.
- Cancellation of services shall be made within 48 hours of the scheduled delivery date; cancellation thereafter shall incur a cancellation fee up to full price.
- Claims/Disputes shall only be considered prior to an events close.

Thank you for your business!

Return this service order form to: OCEC Exhibitor Services.

Email: exhibitorservices@omanconvention.com | Fax: +968 2413 0701 | © AEGO (Oman) OCEC Exhibitor Services Order Form 2019.