

PB/CONVO/2026/BANNER
SUPPLY, DELIVERY, INSTALLATION AND DISMANTLE OF PRINTED BANNERS
FOR THE 12TH CONVOCATION OF POLITEKNIK BRUNEI

ITEM ITEM	BANYAK QUANTITY	KETERANGAN DESCRIPTION
1	1 LOT	MAIN GATE BANNER WITH FRAME STAND
		Location: International Convention Centre (ICC), Berakas
		Specification:
		- Banner Size: 16' x 12'
		- Stainless steel frame structure for outdoor
		<i>Note: Vendor may need ABCI approval for banner placement at later stage</i>
2	1 LOT	SIDE BANNER WITH FRAME STAND
		Location: International Convention Centre (ICC), Berakas (Main Foyer area, outside Plenary Hall)
		Specifications:
2.1	20 - 30 Units	- Banner Size 2.5' x 8'
	31 - 40 Units	- Banner Size 2.5' x 8'
2.2	10 - 15 Units	- Stand Size: 2.5' x 11'
	16 - 20 Units	- Stand Size: 2.5' x 11'
		NOTE:
		- Stand (Rent minimum of 2 days)
		- 1 stand can fit for 2 banners (back to back)
3	1 LOT	BOG BACK DROP BANNER WITH FRAME STAND
		Location: International Convention Centre (ICC), Berakas (Main Foyer area, outside Plenary Hall, for GOH photo session)
		Specifications:
		- Banner Size: 35' x 10'
		- 10" from the floor
		- Rental Only:
		- Stainless steel frame structure for indoor
		- Spotlights to illuminate the banner
		- Electrical Extension & proper HSSE
4	1 LOT	REDCARPET BACK DROP BANNER WITH FRAME STAND
		Location: TBC (for Award Ceremony GOH/general photo session)
		Specification:
		- Banner size: 16' x 8'
		- Rental Only:
		- Stainless steel frame structure for indoor
		- Spotlights to illuminate the banner
		- Red carpet

5	1 - 10 Units	LAMP-POST BANNER FOR CONVOCATION FESTIVAL (PESTA KONVO)
		Location: Ong Sum Ping Lamp-post
		Specifications:
		- Banner Size: 2.5' x 8'
		- Suitable installation mechanism, e.g. cable or wire tie for banner installation
6	1 LOT	MAIN BANNER FOR CONVOCATION FESTIVAL (PESTA KONVO) WITH FRAME STAND
		Location: Ong Sum Ping Campus, Politeknik Brunei
		Specifications:
		- Banner Size: 8' x 8'
		- Rental Only:
		- Stainless steel frame structure for Outdoor (on concrete ground)
		- Optional: Curtain unveiling feature (e.g. fabric cover, manual pull/tie-back, integrated rods for support, or other suitable presentable mechanisms)
7	1 - 10 Units	STANDING BANNER WITH FRAME STAND
		Location: TBC (for Pesta Konvo / Cultural Night [Outside venue hall])
		Specifications:
		- Banner Size: 2.5' x 8'
		- X-Frame stand or suitable stand
8	1 LOT	MAJLIS KHATAM BACKDROP BANNER WITH FRAME STAND
		Location: Masjid Universiti, Universiti Brunei Darussalam (Inside mosque, GOH sitting area)
		Specification:
		- Banner size: 16' x 8'
		- Rental Only:
		- Stainless steel frame structure for indoor
9	1 LOT	OPTIONAL:
		Dismantling and Installation of item 2 to another location
		(Reuse banner for another event on different date)
10	1 LOT	OPTIONAL:
		Dismantling and Installation of item 6 to another location
		(Reuse banner for another event on different date)

NOTE:

1. Tentative locations for the installations of the banners are as follows:

- International Convention Centre (ICC), Berakas
- Politeknik Brunei (Ong Sum Ping Campus)
- Hotel / Venue in Bandar Seri Begawan
- Masjid Universiti, Universiti Brunei Darussalam

2. Politeknik Brunei reserves the right to revise the quantities requested and to designate an additional location, if required.
3. Any approvals, permits, registrations, or other procedures required by ABCi (if applicable) shall be the responsibility of the successful vendor and shall be included in the quoted price.
4. In addition to the required itemised pricing, participating vendors may submit an optional package price, where applicable, for consideration.

Note:

1. Prospective vendors are kindly advised to use the following payment method for the purchase of procurement document:
 - **Jawatankuasa Sebut harga Politeknik Brunei (JSPB)**
 - Payment via One Common Billing System (OCBS) Web Portal: <https://ocbs.mofe.gov.bn>.
2. Should prospective vendors require further clarification regarding the payment process, kindly contact the Finance Division directly via:
 - i. **Email:** finance@pb.edu.bn
 - ii. **Telephone:** +673-2234466 ext 297
 - iii. **Whatsapp only:** +673-7174466
3. Vendors are also **required** to fill in the online PARTICIPATION FORM at <https://bit.ly/3Hp2RLt> and upload the payment receipt into the form. Quotation Form (RFQ) and related documents will be sent via email.
4. If you require further information regarding the above specification, please do not hesitate to contact itd@pb.edu.bn or telephone +673 2234466 ext 303.

Thank you and looking forward to your participation.