



## Introducing Sygnus Office Partnership ...

Your office, your furniture, your local solution

# Understanding your requirements ...



# Creating the optimum solution ...



# About Us



## Who are we and why us?

Sygnus Office Partnership specialises in the design and construction of office environments ranging from space planning and interior design to the supply and installation of office furniture. Offering over 20 years of experience in the industry, our client base ranges from large multi nationals, professional service companies and small businesses.

We are committed to client service and for us that means ensuring that the client is completely satisfied with not only our quality of work but also our achievement of budget and programme targets.

### Speciality Services

- Office environments
- Space planning
- Office design
- Office furniture
- Office planning
- Office seating
- Office refurbishment
- Ergonomic assessments

# Our Services



## Turnkey office solutions

We specialise in design and construction of office environments including; Space Planning, Project management, CAD Design and Installation.

### Project Management

From the initial planning stages through to installation and completion, our team apply their technical expertise and skills to ensure a smooth transition from old to new.

Our aim is to liaise with you throughout the project to create the business working environment you require, meet the operational needs of your staff and create the company image you wish to promote to your suppliers and customers.

Our success has been built on completing projects on time and within budget and with the minimum disruption to your business and employees. Thereafter, we provide a service with ongoing maintenance support which sets the seal on a project of the highest quality.



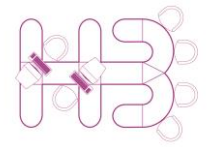
### Design and Space Planning

We spend time listening to and examining your ideas and objectives and then add our ideas and plans. Each project we undertake is exciting for us, we aim to take your aspirations and create a working environment which you will be proud of.

We ensure that we have maximised the office space to give the best possible business benefits and that seating and workstations provide optimum sitting positions in relation to health and safety requirements.

A sleek, clean and uncluttered workplace with space, furniture and fittings that streamlines your workflow will increase efficiency and can aid you in new recruitment and staff retention. Good storage and retrieval solutions can also aid effectiveness, increase output and save money.

# Adding Value to our Customers



**SYGNUS**  
OFFICE PARTNERSHIP



## Adding value to our customers

FREE space planning service

Showroom to view before you buy

Ergonomic assessments given for Health and Safety and legislative requirements

Furniture ranges in a range of fabrics and finishes and for all tastes and budgets

Samples can be provided on request (subject to terms and conditions)

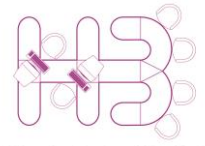
FREE delivery to local postcodes

Professional installation service

Excellent after sales service

Finance packages available

# Gallery



**SYGNUS**  
OFFICE PARTNERSHIP



# Case Studies



## Quotes and Case Studies

### Steer Davies Gleave

#### The Situation

Sygnus were asked to tender for the redesign, refurbishment and furnishing of the complete premises in London's SE1. This request to manage the entire project was to happen within a short time frame and to a fixed budget.

The purpose of the refurbishment was due to the increase of staffing levels from 195 to 229, and to create a brighter, better and larger working environment for all staff, whilst catering for the specific and special needs of individual departments. All works were to be carried out without moving any staff off site, and without interruption to their normal working days.

#### The Solution

The design and furnishing team worked closely with SDG managements and the appointed liaison persons from each of the departments to achieve plans to the satisfaction of all concerned. The Project manager worked out the phasing of the works for the refurbishment, decoration, electrical works, carpeting, furniture etc. SDG had taken on two additional office units adjacent to the existing ten units and we were able to completely refurbish and furnish these first. This enabled the project team to move departments into these areas, thus enabling a rolling refurbishment programme to start for the other ten units. These were completed continuously two at a time until all completed.

#### The Result

Due to the hard work of all concerned the project was completed on time, within budget.

For more quotes and case studies, visit our website <http://sygnus-uk.com/case-studies/>

# Who We Work For

## No office too big or too small

We work with blue chips to SME's across the UK with a focus on Thames Valley based businesses. Some of our recent customers include

Verisona

ACM

Steer Davies Gleave

Intuit

Phlex Global

Harmoni

Wycombe High School

MWH

Banner Homes

GE

Basepoint offices

Rowanmoor Seiko





# Supply Partners



## From the UK to the EU

We work with a number of innovative and well respected manufacturers of office chairs, desks, storage and tables from UK based and European suppliers.

Over our 20 years' experience in our industry and have built up an enviable reputation amongst our competitors. We strive to deliver the best quality, service and price to our customers.

Narbutas & Ko

Assmann

Verco

Mobili

OCEE

Vildika

Pledge

Senator

Nomique

Summit

Imperial

# Health and Safety



## Safety in the workplace

The key considerations when planning an office environment are lighting, electricity, flooring, emergency exits, facilities and much more. Accidents happen in the office but the health and safety measures need to be matched to the level of risk.

From an office planning and office furniture perspective, any new or refurbished office space needs to be ergonomically compliant. Ergonomics is the science concerned with the “fit” between people and their work. It looks to ensure that the equipment and environment suits each worker and their limitations and capabilities.

It’s a very important aspect of health and safety in the workplace and it affects everyone.

For more information, log onto the HSE (Health and Safety Executive)  
<http://www.hse.gov.uk/office/index.htm>



# The Team



## Introducing the team

Jeremy Hodges – Director

Andy Duncan – Director

Martin Lawrence – Business Development

Nicole Martin – Marketing

Peter Brown – Furniture Fitting Specialist

Magga Browne – Furniture Fitting Specialist

Samantha Hodges – Accounts

Phil Craske – Project Manager

# Find Us Online



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Member of Buckinghamshire Business First



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