

# Fulfilling...

Systems desking

Executive

Reception

Conference

Training Room

Storage

Screens

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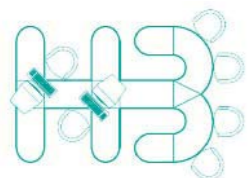
Space Planning

Project Management

CAD Design

Installation

Finance & Leasing



**SYGNUS**

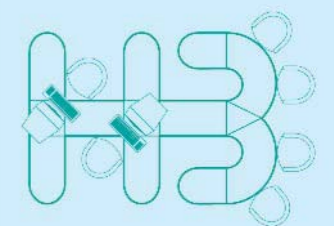
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**understanding**  
your requirements

creating the  
**optimum**  
**solution**



**SYGNUS**

OFFICE PARTNERSHIP LTD

# understanding...



We spend time listening to and examining your ideas and objectives and then add our ideas and plans.

## ...your operation

By understanding the client's operation and corporate objectives, we can provide the functional solution. We spend time listening to and examining your ideas and objectives and then add our ideas and plans. We take into consideration your business plans, culture and marketplace. 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 business and create the company image you wish to promote to your clients and suppliers.

## ...your aspirations

Let us turn your aspirations into reality. Space management, design layout, fixtures and fittings and furniture are all professionally planned, presented and agreed with you.

We pride ourselves on our client service and for us this means ensuring that you are totally satisfied not only with our quality of work and the products we provide but also our achievement of time deadlines and budgets. We work with you to achieve your aspirations.



## ...your objectives

Regardless of the size and scope of your office expansion or move we can ease your burden enabling you to fully concentrate on the continuous operation of your business. From the initial space planning and design advice on the best and most cost effective products to meet your objectives, through to the installation of all required services, to the final move of staff and equipment. We 'take the strain' thus reducing the inherent stress on your staff.

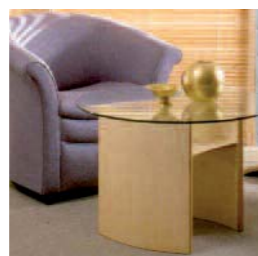


# providing...



## ...creativity

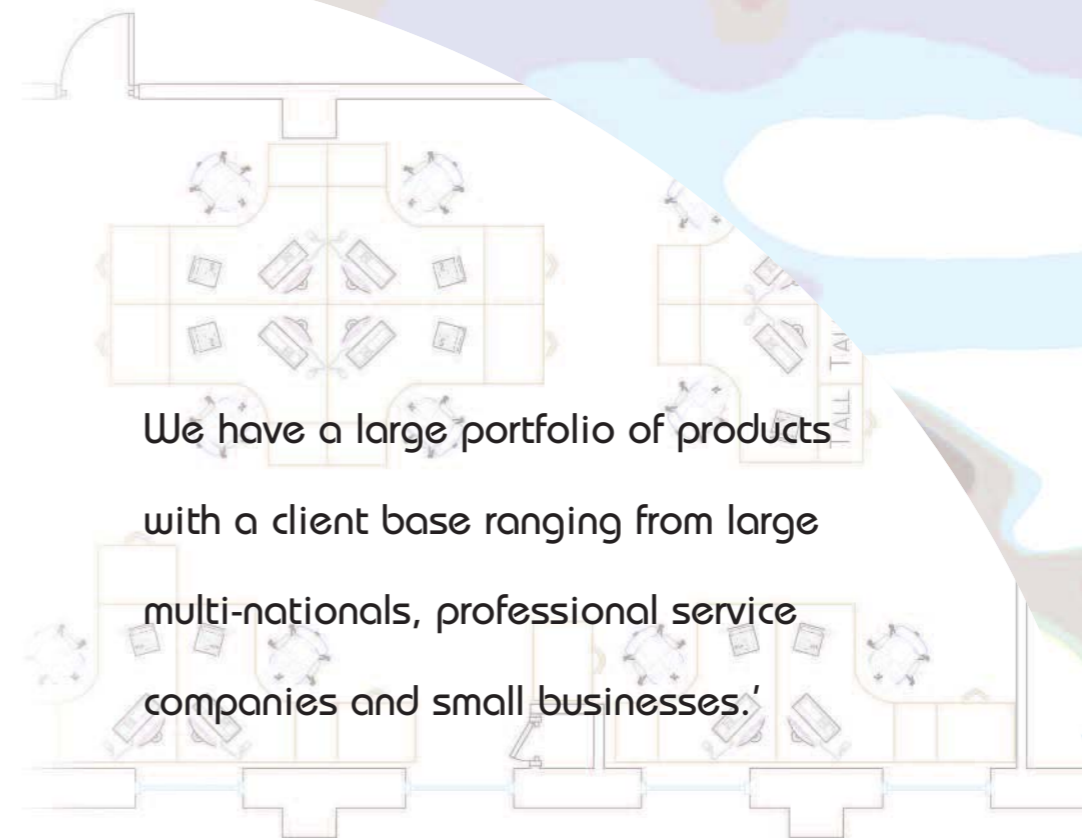
Each project we undertake is exciting for us. We thrive on a challenge and our enthusiasm and team's range of skills and expertise coupled with your aspirations enable us to maximise your work-space to create the optimum office environment for you. Naturally, we synchronise with you every step of the way. We can co-ordinate furniture and fittings to blend with existing office décor and flooring or offer a full interior design service.



## ...analytical skill

During the process of investigation and examination of your needs we ensure we have understood your objectives and requirements. This allows us to produce rational and reasoned designs, costs and time plans.

We give focussed attention to every detail. We ensure 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.



We have a large portfolio of products with a client base ranging from large multi-nationals, professional service companies and small businesses.'



## ...technical expertise

We have 20 years' experience in our industry and have built up an enviable reputation. We have a large portfolio of products with a client base ranging from large multi-nationals, professional service companies and small businesses. As a result we have numerous satisfied customers who can and will provide testimony on our expertise and professionalism. From the initial planning stages through to installation and completion, our team apply their technical expertise and skills to ensure a smooth transition from the old to the new.

From preliminary CAD design through to project completion our 'hands on' project management skills ensure that each phase of the plan develops without deviation from the agreed project.



# delivering...



## ...functional solutions

Staff thrive in a pleasing and functional working environment giving them pride and confidence in the company for which they work. A sleek, clean uncluttered workplace with space, furniture and fittings that are compatible with your technology applications streamlines the workflow and increases efficiency. This environment can aid staff retention and encourage recruitment of the best candidates. Good storage and retrieval facilities plus fingertip filing solutions aid effectiveness, increase output and saves money.

## ...to your budget

You need to be confident that your investment in the project will yield future business prosperity. Together we can create a unique corporate workplace image that portrays quality and efficiency and immediately conveys your excellence to your clients.

Our aim is to ensure that we identify the most cost effective method of meeting your project objectives. We provide detailed costs for each section of the project in order that you can differentiate between the various cost categories.

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.

