

Interior Solutions

A refreshingly different approach.

BATES OFFICE

INTERIOR SOLUTIONS

BUSINESS PRODUCTIVITY SERVICES

INTERIOR SOLUTIONS

TOTAL BUILDING SOLUTIONS

MANAGED PRINT SERVICES

DESIGN AND PRINT

HARVEST SUSTAINABILITY

DOCUMENT MANAGEMENT

WASTE MANAGEMENT

JANITORIAL AND SANITARY

PPE AND WORKWEAR

TAIL END MANAGEMENT

BUSINESS TECHNOLOGY SERVICES

What matters to you, matters to us.
We apply the same care and attention to your needs as we would to our own.



Perfect spaces for busy people.

There is no question that the quality of a workspace influences the well-being and productivity of those using it. We offer a single point of contact for the design and furnishing of comfortable and efficient workplaces.

Capability and Confidence. Interiors is a wide ranging product area encompassing everything from a single workstation to a complete office refurbishment. Often, there are health and safety concerns together with legal considerations. We have the expertise and experience to advise and guide you through the planning and implementation of your specific workspace requirements.

Free Advice and Planning. We offer a complementary interior planning service providing advice on all aspects of workplace design; from a single chair or workstation to a complete office environment, including Business Technology Services that provide digital solutions for both workplace and mobile connectivity. Working closely with your staff, we assess their needs and offer the most appropriate solutions. Using the latest CAD design systems, we generate detailed plans and manage every aspect of implementation to ensure that your workplace is an efficient and happy one.

Made to fit you. A workspace should be safe, inviting and functional. Our comprehensive range of products, styles and finishes provides a wealth of options and design solutions to suit your business and your budget.

Total Care. We look after you from concept to installation; from initial assessment through consultation to planning and implementation, our project management allows you to concentrate on your business while we take care of your workplace. We will also make sure that all redundant items and new packaging are removed and recycled or disposed of responsibly.

Free assessment, advice and planning

Flexible services from a single area to a turnkey building

Digital solutions for workplace and mobile connectivity

A single point of contact from concept to installation

Detailed CAD drawings

Guidance on health and safety requirements

FIRA Assessments

Traditional and contemporary styles

Wide range of colours, finishes and specifications

Tradespeople management as required

Responsible disposal of redundant and waste materials

On-going service and support

We recognise that no two businesses, and no two people, demand the same from a workspace.
We take the time to understand and assess exactly what you need.



Understanding your business and how your space needs to work.

We take the time to understand your business and learn what you want from your space, so that we can plan and deliver tailored solutions that fit perfectly with the way you work.

We recognise that businesses and their staff come in all shapes and sizes – with different needs and priorities; so at Bates we take the time to fully understand your business. By listening to you and your staff, we assess and identify how you need your space to work and how we can achieve it.

Our interior solutions team are experts in their field, with extensive commercial experience and a thorough understanding of the fundamental requirements that are common to every workplace. We can assess, identify and guide you through your obligations for appropriate health and safety measures to comply with the relevant requirements for a safe and pleasant environment that works for your business and for everyone in it.

Addressing the financial aspect of your requirements and efficiently managing your budget to deliver exceptional value is a vital part of our interiors service. We draw on our extensive experience and a portfolio of products that is second-to-none. Sourcing from suppliers worldwide as members of a larger buying group, we consistently achieve the fairest and most competitive prices possible on items from the everyday, to the specialist and bespoke.

- An insightful and customer-focused approach**
- Comprehensive site and project assessments**
- Liaison with end users and stakeholders**
- Identification of key priorities**
- Assessment of health and safety requirements**
- Audit of requirements and financial considerations**
- Evaluation of appropriate implementation procedures**
- Full and transparent consultation and reporting**
- Clear and concise schedules of work and costs**

Be it an office suite, meeting room, reception or hospitality area.
We carefully plan your space to unlock its potential, and that of the people who use it.



Your space is valuable. We help you to plan it wisely.

Be it a single workstation or an entire building – if a space isn't working, it's costing you money. By carefully planning your workspace, we unlock its potential to be a more efficient and productive place.

Planning and fulfilling the needs of a workspace can be a complex process: identifying the best use of space; sourcing the products you need; managing tradespeople; meeting health and safety requirements – all take time and coordination – and mistakes can be costly.

Our complimentary interior planning service offers you expert advice from people with industry-wide experience and exceptional product knowledge. We can advise you on every aspect of workplace design with a service that is uniquely flexible – providing as much help as you need; from a single chair or workstation, to a suite of offices or an entire building. We understand that businesses change and grow over time so we consider what you need now and plan for you to be as flexible as possible in the future.

We plan a practical, efficient and comfortable workspace based on the demands of your business and the way that you work. Combining advanced CAD applications, applied ergonomics and comprehensive product knowledge, we prepare detailed proposals and plans, consult with you at every stage of development and produce a full schedule for fulfilment.

Detailed CAD plans and visualisations

Applied ergonomics and sustainable solutions

Maximising the efficiency and value of commercial space

Resources for a greener workplace: *The Green Initiative*

Extensive product knowledge and choice

Accurate and transparent costings

Detailed schedules for implementation and fulfilment

Whatever the size and scope of your project, we can seamlessly coordinate every aspect of fulfilment to transform your interior space and bring your plans to life.



Seamless fulfilment. We bring your workspace to life.

We offer a total building solutions and interiors service. From partition walls, ceilings, floors, electrics and plumbing, to furnishings, fixtures and fittings – managing every aspect of project fulfilment, from concept to completion.

At Bates, we provide a comprehensive and flexible range of services for the fulfilment of business interiors; with seamless planning, construction and furnishing of your workplace. From a single partition wall to an entire office suite, meeting rooms, washrooms, reception and exterior areas – we offer complete project management through a single, dedicated point of contact.

We have the experience and resources to manage every aspect of the work required to realise your plans. From site preparation, building works and tradespeople; to the delivery and installation of furnishings, fixtures and fittings. We will work with you to a schedule that minimises disruption to your business, with every consideration for site integrity – such as ensuring the timely removal of redundant items.

Throughout your project, we can ensure that all appropriate compliances are met; health and safety, building regulations, and any specific standards relating to the nature of your business – our service can include training, implementation and management of the certification process for you.

Across all our supply chains, we maintain a rigorous programme of Corporate Social Responsibility auditing; requiring suppliers to meet our exacting standards for quality, service, fair and ethical trading. We consistently maintain these standards with, and on behalf of, our customers.

- Total project and site management**
- Building works, trades, furnishings, fixtures and fittings**
- Complete sourcing, delivery and installation service**
- Health and safety compliance and user training**
- Removal and recycling of redundant materials**
- Secure storage, logistics and office relocation services**
- Enhanced DBS screened and fully trained staff**
- ISO 14001 Environmental Management**
- ISO/IEC 27001 Information Security Management**
- Full liability insurance**

At every stage of your project our interiors team deliver the quality, care and attention to detail that you expect from Bates, with dedicated training, maintenance and support services.



Support and maintenance as your business moves forward.

Our service extends beyond fulfilment of your workspace. We ensure that your new facilities are quality audited, that your staff receive the training and support they need, and that you have flexible on-going maintenance options.

Our quality standards define us and our interiors service re-defines workspace fulfilment. We are unique in our field; renowned for our customer-focused approach, innovative industry-leading services, expertise and resources; with after-sales care that is second-to-none. So when we talk about a 'complete' interior solutions service, we mean it.

We don't just deliver the workspace you need, we quality control and audit every last detail. We make sure that your needs and expectations are met. We provide appropriate training for your staff and on-going support through a dedicated account manager and customer services team.

As your business moves forward, we offer a range of cost-effective and flexible services providing both routine and on-demand facilities maintenance and management. From furnishings, fixtures and fittings, to hygiene services, office consumables, stock control, data management and digital connectivity.

Bates Office is committed to on-going service review and improvement through our audited ISO9001 and ISO14001 management system. We provide regular customer focused reviews; alternative product savings reporting and regular engagement with stakeholders and end users.

- Implementation and fulfilment quality auditing**
- Audited ISO9001 and ISO14001 management system**
- Full after-sales training and support**
- Dedicated account management and service team**
- Routine and on-demand maintenance packages**
- Flexible range of on-going facilities services:**
 - **Furnishings, fixtures and fittings**
 - **Consumables and stock control**
 - **Data management, digital and mobile services**
 - **Hygiene, janitorial and property maintenance**



Thank you for taking the time to learn about our business services.
If you would like to know more, please talk to us.

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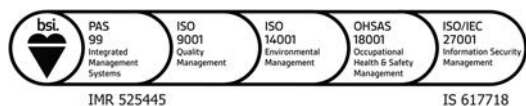
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Our accreditations speak for themselves



As do our customers

