



## Malcolm Andrew Officeteam



### Office Interiors

- **ERGONOMIC Design & Installation**
- **Ceiling & Partitioning Systems**
- **Decorating, Floor & Wall Coverings**
- **Plumbing, Power & Data Cabling.**



### Office Furniture

- **LATEST Desking & Workstation Solutions**
- **Full Seating, Storage & Screening Ranges**
- **Furniture Hire/Leasing.**



### Office Machines

- **LATEST Hardware Technology**
- **Leading Brands**
- **Finance Packages**
- **On-Site Support & Response.**



### Office Stationery

- **Very Competitive Range**
- **On-Line Ordering System**
- **NEXT DAY Delivery.**

## EXCITING TIMES AHEAD

**IN TOUGH market conditions Malcolm Andrew Officeteam has bucked national trends by successfully growing over the last 12 months as well as undertaking various internal changes and developments to prepare them for the ever changing market they are in.**

To celebrate these achievements MAOT are having 2 open days on the 14th and 15th July to show off their new look offices and showrooms and to make both existing and prospective customers aware of what is new in the marketplace within the office equipment sector.

One major achievement was to secure a three year contract worth more than £500k to supply furniture to Essex County Council with the option to extend further.

"We were particularly pleased to win this contract against nationwide competition, as it demonstrates our ability to provide extremely competitive prices, whilst maintaining our high standards of customer care" said managing director Neil Andrew. "Furthermore, it has highlighted areas of concern that we were able to assist with".

One of these areas is the disposal of office furniture and MAOT have teamed up with local waste company Sackers to dispose of surplus and redundant furniture in an environmentally friendly way. MAOT are able to submit management reports to Essex county council as to how much of their furniture is able to be re-cycled and how much is forced to go to landfill. Sackers will be present at both of the open days should you have any questions or issues you wish to discuss about this topic.

One area of significant growth for MAOT over the past 2 years is the amount of

office refurbishment work they have undertaken. Historically they supplied just the furniture, but by working with clients from the outset of the project they are able to provide a complete office fit-out. From the initial consultation stage and helping with the proposed office layouts and building regulations, MAOT are able to strip out existing offices and then provide suspended ceilings, office partitions, power and data, flooring, minor building works and office furniture within an agreed plan of works and timescale to a set budget.

One of the local companies to benefit from this service is the Dedham Boathouse Restaurant. Owner and head chef Cameron Marshall will be providing a Bar-b-q for visitors on the afternoon and early evening of the 14th.

During the open days MAOT will display three different ranges of partitions as well as executive and boardroom furniture, different ranges of systems furniture, leisure furniture and a wide selection of office seating. They also have a media wall housing an interactive whiteboard. Demonstrations of this and other presentation tools will be held over the two days.

The last 12 months have seen the successful launch of Malcolm Andrew Business Machines to run alongside the office furniture, interiors and stationery

side of the business. Led by Peter Roberts they have obtained a Nashuatec dealership enabling them to supply and service an impressive range of photocopiers, printers and fax machines both in Suffolk and nationwide.

The latest mono and colour products will be on working display both in the showroom and the Nashuatec demonstrations bus. With an increasing number of these machines being connected to computer networks for use as multi-function devices, Peter and his team will be on hand to discuss the wide range benefits available.

On the stationery side MAOT have enjoyed continuing success with their on-line ordering system. In conjunction with two northern based Officeteam dealers they have secured a nationwide contract to supply Royal London Insurance Company with goods worth in excess of £1 million to over 300 cost centres. The system can provide substantial savings for large and small companies with additional benefits such as management reports. It will be on display at the open days and will give visitors the opportunity to see how easy and secure it is to use.

All this coupled with the launch of the new Malcolm Andrew website at [www.malcolmandrew.com](http://www.malcolmandrew.com) should indicate an exciting future going forward at MAOT. All readers of the Suffolk Business are more than welcome to join us on either of the 2 days to help us celebrate exciting times ahead.

## OPEN DAY Invitation

14th July 2004, 10.00am to 7.30pm & 15th July 2004, 10.00am to 5.00pm

**WE WOULD like to invite you** to join us on the above dates to open our newly refurbished offices, which includes an early evening BBQ on Wednesday 14th July. On both days we will be illustrating the effectiveness of our products which include:

- **Interactive Boards & Projectors** - ideal for schools, training rooms, board rooms etc.
- **E-Commerce Ordering** - Stationery "Connekt" online.
- **Furniture** - Leisure, executive, office.
- **New Technology** - The latest in digital copiers, colour printers & faxes.
- **Partitioning** - Various ranges of partitions and suspended ceilings.
- **Disposal & Recycling Management.**



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