LONDON UNIVERSITIES PURCHASING CONSORTIUM

GODFREY SYRETT

design/make/deliver

> **WE WOULD RECOMMEND GODFREY SYRETT AND MAXINE TURNEY, OUR ACCOUNT MANAGER, TO OTHER PROSPECTIVE BUYERS AND, AS WE ARE VERY PROUD OF OUR NEW PREMISES, WE HAVE OFFERED TO ACT AS A REFERENCE SITE.**

LUPC MOVE FROM FIXED ACCOMMODATION TO BESPOKE OFFICE DESIGN.

During autumn 2013, LUPC were informed that our lease at the University of London Union building on Malet Street was not going to be extended. The building was to be refurbished and moving forward, only student-facing organisations would be housed there, so we would have to find new premises.

Unfortunately a limited number of property leads within our membership proved unsuitable, so we knew we had to seek out commercial property landlords for our new offices. Luckily we happened upon 179 Tottenham Court Road after only a very few viewings. With time short (our lease had only 16 weeks to run) Andy Davies, LUPC Director, negotiated terms and finalised the details with the landlord, aided by our property agents, the WorkPlace, and VWV (a supplier to our Legal Services agreement).

I was tasked to lead and manage the furniture requirements for the new office. This included design of the new layout, conducting a further competition, evaluating responses, ordering, and ensuring delivery and installation was completed by 13 June 2014.

Andy Davies established an Accommodation Move Group to ensure the process ran smoothly. Members of this included the appointed Project Manager, Vanessa Gray, plus the LUPC Director, Head of Membership and two Senior Contracts Managers.

The group agreed on the final requirements, which included the design, supply, delivery and installation for 12 people of desks, seating and personal storage, office storage, meeting room tables and reception chairs and table.

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For more information, contact us:

✉ **enquiries@lupc.ac.uk**

🌐 **LUPC.AC.UK**

🐦 **@LUPCONSORTIUM**

The further competition was issued on 17 April to our suppliers on the consortia Office Furniture framework agreement. These were BOF Group; Broadstock Office Furniture; EFG Office Furniture; Emergent Crown Contract Office Furnishing; Godfrey Syrett; Gresham Office Furniture; Senator International; and Wagstaff Interiors Group.

Site visits were made in April and bids received by May from Broadstock, Emergent Crown, Godfrey Syrett and Wagstaff.

The contract award criteria was set at price (30%); technical merit - design and solution (35%); quality (20%); environmental (10%); and after-sales (5%).

Following our evaluation we found the response and offer provided by Godfrey Syrett was the most impressive therefore the contract was awarded to them. We found Godfrey Syrett particularly strong in the technical merit (design and solution) and price criteria. The furniture quality check at reference sites were undertaken during mid-May resulting in the order being placed with Godfrey Syrett on 23 May.

Post contract award, we found Godfrey Syrett exceedingly helpful in ensuring our furniture was supplied and installed on time - only three weeks from the order date!

Since that initial contract has been completed, we have had further requirements and Godfrey Syrett have applied the same terms and quick response for these additional requests.

Overall, five months on from the original delivery and installation, we have found Godfrey Syrett has provided good quality furniture, efficient installation service, speedy delivery, excellent design and, above all, a dedicated account manager who ensured our requirements were met – even after the initial contract was completed.

We would recommend Godfrey Syrett and Maxine Turney, our account manager, to other prospective buyers and, as we are very proud of our new premises, we have offered to act as a reference site. Andy Davies, our Director, stated he wanted wanted a "funky, bright and functional" office - all, of course within budget. I'm pleased to say that's what we got from Godfrey Syrett.

Darran Whatley (Senior Contracts Manager), LUPC