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Office refurbishment â€“ finding the best suppliers

There are many companies around the world that can offer office refurbishment suppliers with all of the products and equipment that they need to ensure that the get the most out of the products that you have chosen. In modern times and especially with the aid of the internet we can tend to get information overload and we then struggle to know if we are getting the best products along with the best prices. This article is aimed to try and help you determine which office refurbishment and office fit out suppliers are best suited to your company. This article will be using purchase and supply chain along with procurement theories in order for you to evaluate different companies on the market.

Which supplier is right for me?

So you may already have a few suppliers as you are unsure which supply is the best one to give your biggest custom to. There are a few techniques and tools that you can use to evaluate your office refurbishment suppliers. One main tool that is really useful, especially if you already use a few companies is a scoring matrix. This scoring matrix can also be used if you are trying to locate different suppliers as it can try and determine which one is the best to use. The scoring matrix works on a point system and the number of points depends on the amount of companies you are scoring. You will then need to find information on each company on the following factors:

Location of supplier in relation to yourselves.

Unit cost per your most ordered item.

Bulk discount costs

Delivery/turnaround per item.

Discount for quick payments

Loyalty schemes.

For each of the above you put a score next to each company, so for instance if you have three office refurbishment suppliers to choose from then you mark each topic out of three (it is up to you if you decide to mark in descending or ascending order) The above matrix is the best way to determine which suppliers are the best to go with.

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