

**Office
DEPOT**

PART OF PARAGON GROUP

HOMWORKING SUPPLIES SUBSCRIPTION SERVICE

WWW.YOUOFFICEDEPOT.CO.UK

Keep your staff supplied with all their homeworking essentials from as little as £9.99 per month

Are the cost of office supplies spiraling in your organisation?

Remote working looks like it's here to stay - with research from the Institute of Directors suggesting that 74% of businesses intend to maintain permanent home working policies moving forward.

Throughout our customer base – and beyond – we've seen previously watertight procurement processes slipping, leading to 90% of businesses like yours, now encountering spend leakage due to the remote working model we've all had to adapt to.

- An estimated 40% of employees are now defaulting to non-authorized ecommerce sites to purchase business supplies and services.
- Purchased are being claimed back via employees expenses which cost, on average, £27.20* to process - per claim!
- Spend visibility has dropped, which risks already strained budgets spiralling out of control.

Improve your total cost of ownership modelling

With our subscription based model, you will know exactly how much you're paying to keep your homeworkers in supply of all their essential office products – delivered on a monthly basis directly to their door!

Benefit from:

- ✓ A monthly fixed cost from £9.99 per homeworker
- ✓ Less time spent by staff searching for and purchasing products
- ✓ Supply chain control and full visibility of costs
- ✓ A single, consolidated invoice - eliminating additional staff expenses
- ✓ A streamlined and efficient way to set up new starters working from home

Every month your home working staff will receive a selection of office essentials delivered directly to their door.



SUBSCRIPTION SERVICES

HOME STARTER

FROM ONLY £9.99 PER PERSON

Ideal for general homeworking needs, subscribe to this package and your staff will receive everything they need to keep their home office running smoothly and never run out of the essential items. This is a completely flexible service, where you choose the products most suited to your staff and their needs.

MONTH 1	5 Star Value A4 Paper 500 Sheets	MONTH 2	5 x 5 Star Wirebound Ruled Hard Cover Notebooks
	5 Star 3x3" Sticky Note Cube		5 Star 4 Pack Assorted Highlighters
	10 x 5 Star Medium Retractable Ball Point Pens		5 x 5 Star A4 Transparent Document Wallets
MONTH 3	5 Star Half Strip Metal Stapler Black	MONTH 4	5 Star Value A4 Paper 500 Sheets
	5 Star Office 26/6 Staples Box 1000		5 Star C5 Envelope Retail Pack Pack 25
	5 Star 2Hole 20 Sheet Punch Metal Black		5 Star Disposable Mechanical Pencil Pack 10
MONTH 5	5 Star Extra Sticky Pads 150x101mm NeonPk3	MONTH 6	5 x 5 Star A5 Wirebound Notebook Ruled Hard Cover
	Bic Four Colour Pen Assorted Each		5 Star Office Retractable Medium Ball Pen Black Pack 10
	5 Star Office Foldback Clips 19mm Assorted Colours [Pack 12]		
MONTH 7	5 Star Value A4 Paper 500 Sheets	MONTH 8	5 Star Office Ultra Clip Dispenser 40 Sheet With 25 Multicoloured Refill Clips
	5 Star Eco Lever Arch File A4 Cloud		5 Star Office Handheld Calculator 8 Digit 3 Key Memory 56x8x100mm Black
	5 Star Office Batteries AA [Pack 4]		5 Star Retractable Medium Ball Pen Red Pack 10
MONTH 9	5 Star Re-Move Note Cube 3x3 Yellow	MONTH 10	5 Star C5 Envelope Retail Pack 25
	5 Star Office Highlighter Assorted Pk4		5 Star Disposable Mechanical Pencil Pack 10
	5 Star Press Stud Polypropylene Transparent Wallet Pk5		5 Star Extra Sticky Pads 150x101mm NeonPk3
	5 Star Office 26/6 Staples Box 1000		
MONTH 11	5 Star Value A4 Paper 500 Sheets	MONTH 12	5 Star Office Batteries AA [Pack 4]
	5 Star Eco Lever Arch File A4 Cloud		5 Star Office Foldback Clips 19mm Assorted Colours [Pack 12]
	5 Star Office Retractable Medium Ball Pen Black Pack 10		5 Star Press Stud Polypropylene Transparent Wallet Pk5
			5 Star Shorthand Pad A5 Ruled 200 Pages





PRINT UNLIMITED

FROM ONLY £19.99 PER PERSON

Our plan can flex dependant on the printing requirements of your staff, so whether it's simple black and white printing or colour, A3, scanning and email capabilities - we have all the options to suit.

Here's an example of what you could get:

Your monthly Home Starter Kit PLUS:



FREE Printer



Monthly supply of ink



Choose from black and white or full colour



Repairs and warranty included

"With our subscription based model, you will know exactly how much you're paying to keep your homeworkers in supply of all their essential office products."

Benefit from even more with our Bolt-on service.



Whether it's laptops, smartphones or even connectivity and security; our bolt-on service means we can add to your subscription - whatever your needs. Contact your account manager for more information.



EXECUTIVE OFFICE

FROM £49.99 PER PERSON



Everything from a essentials like a desk, chair, monitor and shredder; through to desk accessories, webcams and ergonomic products for you to be sure your staff work safely – you'll receive everything you need to set up your home office during month 1.



PLUS an ongoing subscription to our Home Starter and Print Unlimited monthly packages, all delivered directly to your door!

AND FOR THOSE BITS AND BOBS YOU MAY NEED IN THE MEANTIME...

We know the workplace changes constantly and sometimes you may have some ad-hoc requests that can't wait or may be outside of your usual product requirements. So why not also set up our SmartPad Homeworking solution for your team too?

- Choose between our business guest user or guest checkout models, for a consolidated invoice back to your business or for staff to make personal purchases via credit card
- Limit your staff to an agreed monthly budget
- Agree an approval process for all ad-hoc orders



GENERAL TERMS & CONDITIONS

- 1** All subscriptions are subject to a 3 year contract (although we will accept a single year's contract on the home starter package).
- 2** An agreed monthly delivery date/ day will be specified as part of the contract and all subscribed staff members will receive delivery on this day/date to their specified home address. Price is based on a one time delivery attempt. Additional charges will apply if delivery isn't accepted on first attempt
- 3** All products in our Home Starter, Print Unlimited and Executive Office subscriptions will be agreed upon and written into the contract
- 4** Final prices may vary dependent on product choices but will be fixed per person, per month s part of the contract
- 5** A minimum number of FTEs will be required for each subscription package and will be agreed as part of the of the contract



FIND OUT MORE...

Contact your account manager today, or visit www.youofficedepot.co.uk