

OFICI®

Our Partners



OFICI.COM.MT

About Us

OFICI is an established and dynamic Maltese company that has quickly become the partner of choice for offices and businesses of all sizes in Malta and beyond. OFICI's mission is to equip your offices with everything you need to be successful, by supplying a wide range of products, from office furniture and printing solutions to various office supplies. Having the right balance of product portfolio at the right prices, the company holds appropriate stock levels thus guaranteeing time-efficiency and



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value for money in client procurement. OFICI is the perfect fit for your company and is there to assist you every step of the way; from initial consultation and design to delivery and after sales service, offering a personalised experience, dedicated sales team and professional consultancy.



Business Description



OFICI understands each client's specific needs based on their goals and objectives, offering a holistic solution for all your office needs while gladly assisting clients in choosing the right products that suit their needs.

The company also goes one step further by providing any assistance that may be needed during installation and use, including recommendations on how

to get the most value from your new office products. Through an affiliation agreement with Bureau Vallée (France), OFICI managed to gain valuable experience on opening and running retail outlets, specializing in school and office stationery. The company also supplies prominent brands in the industry, like Fellowes, Exacompta, Durable and many others. This allows OFICI to successfully open and operate such retail outlets by providing the necessary set up, operative know-how and administrative back-up.

OFICI also partners up with wholesalers for the distribution of brands, such as Dymo, Casio and Toshiba, as well as companies that offer complete office supplies solutions.

Office Furniture

OFICI provides consultation, design, supply and installation of office furniture. When purchasing office furniture or setting up a new office, one can request assistance. Ofici suggests which products are best suited to each individual workstation and for which type of job. The goal is not to sell you the most expensive products – we want to use our experience and expertise to offer a personalised service to each of our clients.

OFICI supplies a wide range of office furniture, providing everything needed to set up a comfortable yet productive office space – from desks, tables and chairs to filing cabinets and shelving. Having this range of products under one roof allows the company to offer its clients advice on which type of furniture is best suited for their needs. Smaller offices will benefit from clever and innovative ways of making the most out of the limited office space.

OFICI equips your entire office environment by supplying furniture needed to set up office spaces such as the reception, board rooms, open plan offices, and many more. The main categories of office furniture on offer are: Executive, Reception and Operative.

EXECUTIVE

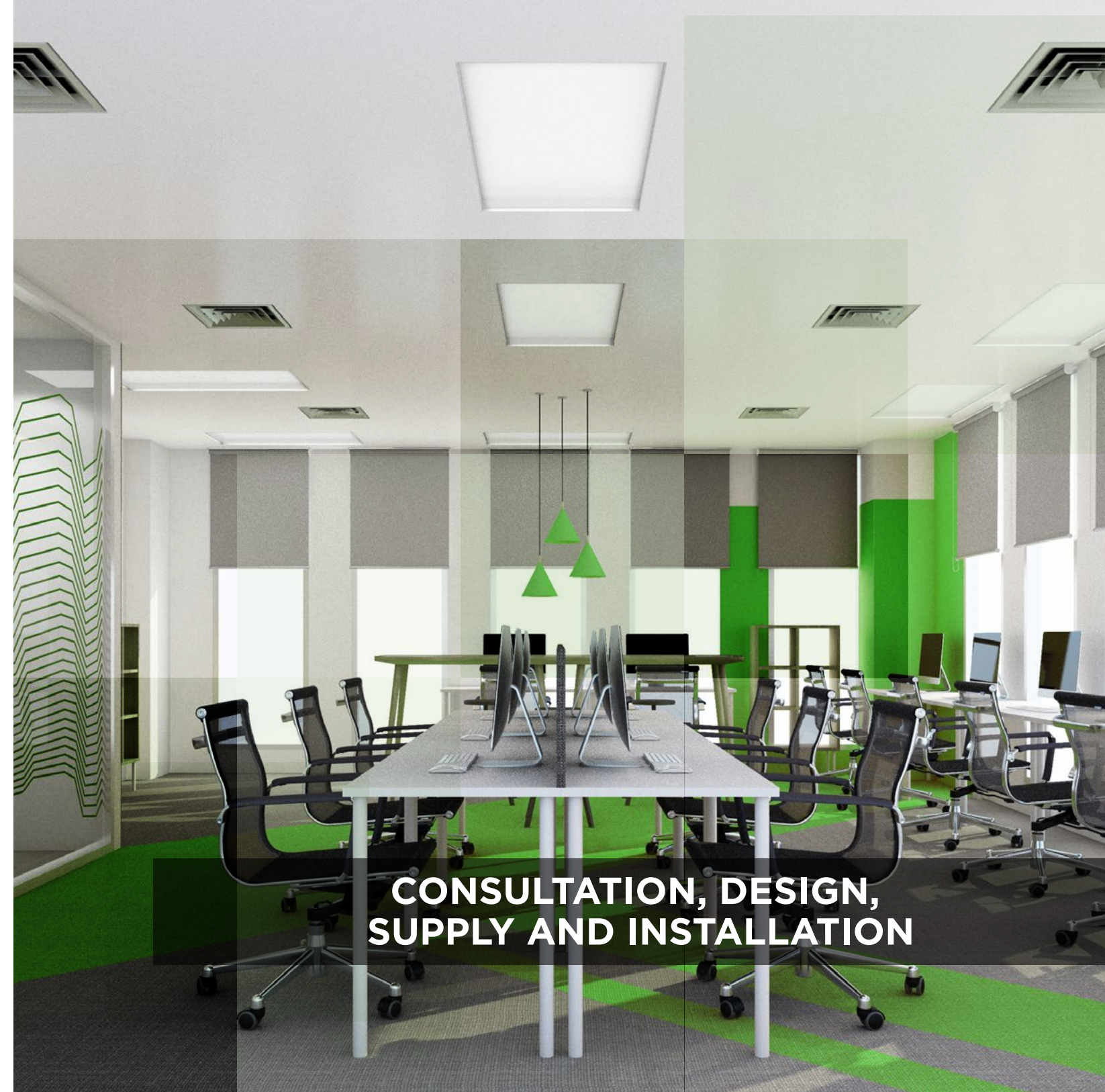
Executive office furniture is beautifully crafted with styles that allow executives in the organisation to make a bold statement. Even though such products prioritise the look and feel of the furniture, they are also designed for practicality and, above all, comfort.

RECEPTION

The reception tends to be a busy environment where clients are first greeted, thus OFICI prioritises this space and offers an elegant product line from a number of premium brands.

OPERATIVE

Operative furniture makes the most of a given working space, prioritising functionality by supplying ergonomic desks and chairs, partition walls, storage furniture and accessories designed to guarantee the productivity of those who work in an operative office.



Printing Solutions

OFICI offers a wide range of printing consumables and printers, as well as software solutions and various applications that are offered based on client needs and requirements. Apart from supplying such printing equipment, OFICI also focuses on service requirements and personalised solutions for specific clients. To ensure the least possible downtime when issues occur, machines are set to send automated notifications, so a better service is offered to customers. To meet different needs and requirements of various companies, various software solutions and applications are included, thus optimising usage, storage, and accessibility. Moreover, these software solutions seamlessly integrate with your existing IT environment and workflows.

Clients can also request a customized home screen image to promote company offers, share messages with

the users and display important information to customers. OFICI offers delivery and seamless integration of all systems, settings, configuration, and colour calibration. Software installation is included when necessary and the company ensures that users receive general training to get the most value from their machines. Advanced training can also be provided upon request. Furthermore, fast delivery of all supplies and components is guaranteed in case of any emergency or machine failure.



CONNECT | INTEGRATE | SIMPLIFY | REUSE

Printing Solutions

OFICI is proud to be an official Toshiba partner, supplying various Multifunctional Systems and Printers. The brand delivers advanced functionality, ease of use and peace of mind to users through advanced technology. Understanding that every industry has unique workflow needs, Toshiba has developed customisable Multifunctional Printers to make your job easier. Intuitive and smartly integrated, these products simplify complex tasks and give you control while providing the reliability Toshiba is known for.



Toshiba's latest series delivers on the promise of Together Information – a commitment to collaborate with clients to provide tailored, cost-effective solutions that meet your printing, document management and content needs while helping you meet your green objectives. These printers offer several templates that simplify the user experience, as well as a high level of customization. User experience is also simplified due to the thousands of templates that are available on the machines, standard printing user interface for all devices and easy to operate printer drivers. In fact, Toshiba users will only need to be trained on using one system, as Toshiba devices all have the same user interface on the e-BRIDGE Next models. Furthermore, OFICI understands that security is paramount for all its clients and with Toshiba secure HDD, all data removed from the device is encrypted and cannot be accessed from any other device.



With Toshiba's Low Colour Counter, customers have 3 different price rates for colour copies. OFICI sets the machine with low, medium, and high colour coverage. Thus, the customer is charged accordingly, depending on each document coverage.

TOSHIBA ECO MFP

The Toshiba Eco Machine is an innovative Multifunction printer which allows companies to print with either monochrome or with a special erasable blue toner. This may be used when printing draft copies, emails, and temporary documents, but instead of throwing them away, this device allows you to erase the printed documents and re-use the paper over and over again. Companies can now save money on paper while simultaneously protecting the environment.

Office Supplies

OFICI provides consultation and supply of office equipment, including day-to-day office essentials such as workspace accessories and breakroom products. Organize your offices with a range of desk drawers, letter trays and filing systems. Heavy-duty record management maximises space and is especially beneficial in offices with limited floor space.

Get ready to make a great first impression with premium binding systems for a variety of documents and presentations, giving them a professional look and feel. OFICI supplies various types of thermal, comb and wire binders that use quality plastic elements in a variety of sizes. Computer accessories including wireless charging pods, computer stands and machine organisers are also supplied. Moreover, next generation shredders with unmatched productivity, jam prevention and maximum security are provided.



OFICI prioritises your employees' health and wellbeing by offering healthy workstations with various ergonomic products. A complete step by step guide is given to identify the main areas of ergonomic focus around the workstation, making it easier to choose the right solutions for everyone's needs whilst improving employee health, comfort, and productivity. Prevent back tension, avoid wrist pressure, relieve neck strain, and reduce inactivity with OFICI's range of ergonomic products, such as foot and back support,

monitor arms, laptop stands and height-adjustable desks.

Keep yourself and those around you safe and healthy with air purifiers from OFICI. Studies indicate that indoor air can be up to five times more polluted than outdoor air. This advanced technology uses a combination of the most effective filtration and cleaning methods as part of a 4-stage filtration process, removing microns, including pollen, ragweed and other allergens, viruses, germs, dust mites and mould spores.

Other workplace essentials that OFICI supplies include a wide range of stationery, breakroom and cleaning products, stamps, labelling machines, computer consumables and many more.



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