

In-house services – our services

From our diverse offering, you can precisely select services you wish to have. We are an allrounder and always on-hand to leverage our wealth of experience to meet your professional needs.

Benefits

- A diverse range of services from which you can select only the services needed. The result is that you only pay for what is actually used.
- All the services offered have long track records
- Everthing from a single source means a small number of long-serving contact people who know exactly what your needs are
- Quick and flexible support, as all employees are on site
- Reliable, professional and attentive employees
- Swift intervention and corrective action in the event of errors
- Market-led prices, special terms for postal services
- An ever-growing range

QUALITY STANDARDS

- Satisfaction of our customers is our top priority. Our high standard of service is reflected in our efficient organisation, firm adherence to deadlines while following all required safety standards.
- We are guided by your needs. Even with services that are not yet part of our range. Whatever your needs may be, talk to us. We will review your requirements and make you an offer.

QUALITY CONTROL

- The quality of postal services is ensured by regular audits and by tracking systems
- Checklists
- Customer satisfaction surveys



Services

- Postal services (collection/delivery, franking and mailing of letters and parcels)
- Coordination of transport, e.g. for relocations
- Signage of rooms, buildings, vehicles etc.
- Printing and folding of flyers, posters and brochures
- Engraving on PVC, aluminium and brass
- Maintenance of portable fire extinguishers (assembly, servicing, replacement)
- Seating suite and seat maintenance (e.g. for a practice)
- Setting up and re-arranging meeting rooms
- First-level support for technical equipment. We rectify simple faults immediately; for technical faults, we call in specialists.
- Taking metre readings (electricity, heating oil etc.)
- Maintenance of company bicycles
- Equipment hire (e.g. elevating work platforms)