

Working for Warwickshire

Items to Purchase

Posturite

Contact the supplier on below details to obtain a price for the item requested. When ordering please use the Warwickshire County Council account number of WAR010 to initiate any available discounts. Products can be ordered by employees and can be delivered to the employees specified address. Please refer to the guidance <u>Purchasing DSE Equipment</u>

For managers placing orders - contact the supplier on below details to obtain a price for the item requested. When ordering please use the Warwickshire County Council account number of WAR010 to initiate any available discounts. Products can be delivered to any requested address. Raise a new requisition in Agresso to supplier '204907', product code '403400 – Office Equipment' and reference 'RM6119'. Ensure that the delivery address is correct and full description is given for each item. For any order queries contact Posturite on 0845 345 0010.

Once product(s) have been delivered and received, please record on the Central Inventory Form

<u>Waastaff</u>

Products can be ordered by employees and can be delivered to the employees specified address. Please refer to the guidance Purchasing DSE Equipment

For any **pre-order queries** such as product advice, space planning, or pricing, contact Wagstaff on **07792 600265**.

To order equipment the Wagstaff contact number is **01772 331362**. You will need to raise a new requisition in Agresso to supplier '215320', product code '403400 – Office Equipment' and reference 'RM6119' Ensure that the delivery address is correct and full description is given for each item. Give the Purchase Order Number to Wagstaff when ordering the equipment.

Once product(s) have been delivered and received, please record on the Central Inventory Form.

*Should other specialist equipment be required line managers must complete the referral process to the Health, Safety & Wellbeing team to assess if a DSE Assessment is required to be completed. For further guidance please follow Display Screen Equipment (DSE) pages. The Wagstaff Customer Services Number is 0844 3759690.

Items to Trial

From Posturite

Posturite offer a 14-day return policy on several items, providing the item is not damaged. You will need to raise a purchase order and purchase the item. Should the item then prove unsuitable and you need to return the item you need to contact Posturite on 0845 3450010 to obtain a Returns Note and Number. Goods must then be returned in their original packaging with the original delivery note and returns note enclosed. On return a refund will be provided.

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*Please note that there is no refund of the outward carriage charge or the cost of return.

Desk	Desks							
No	Product	Description	Benefits	Supplier	Product Code	Trial Period		
1	II	NOVA Workstation – Cable management with two cable outlets with self levelling feet. W1200/1400 X D800 X H720	Standard Desk	Wagstaff	UNSPSC 56101706 White finish Code 3061 Oak finish Code 3063	Not Available (Order only)		
2	II	GO-CRANK desking range. Sit-stand desk with one motor or crank mechanism. With cable ports. W1600/1800 X D680 X H1180	To support with varied levels of workstation and seating position. Offers affordable sit-stand height adjustable with instant operation and effortless smooth mechanism.	Wagstaff	W1600 UCP-DSK-168 W1800 UCP-DSK-188	Not Available (Order only)		
3		Oploft Sit-Stand Platform (Suitable for Surface Pro)	Slim and portable sit-stand platform for a healthier, more dynamic working life. Ideally used for working at home for most of the working week or a contracted home worker.	Posturite	9820900	14 Days		
Chair								
No	Product	Description	Benefits	Supplier	Product Code	Trial Period		
4		Vista Operator Task chair with back height adjustment, large seat with seat slide and seat tilt. Lumbar support and height adjustable arms.	Back height adjustment, large seat with seat slide and seat tilt. Lumbar support and height adjustable arms.	Wagstaff	Fully Ergonomic Vista Operator Task Chair 56101504 / VISTA CORE (specific item)	Not Available (Order only)		

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5	La contraction of the second s	Kinetic Operator Task Chair with back height adjustment, large seat with seat slide and seat tilt. Lumbar support and height adjustable arms and headrest.	Back height adjustment, large seat with seat slide and seat tilt. Lumbar support and height adjustable arms and headrest.	Wagstaff	Fully Ergonomic Kinetic Operator Task Chair 56101504 / KINETIC CORE (specific item)	Not Available (Order only)
Desk	top / Laptop Equipi	ment				
No	Product	Description	Benefits	Supplier	Product Code	Trial Period
6		MultiRite Document Holder & Writing Slope	Allows you to read, write or type without risking awkward twists or turns.	Posturite	9820400	Not Available (Order only)
7		Suptek Aluminium Tablet Desk Stand (Suitable for Surface Pro) Recommended to use a separate keyboard and mouse whilst using this stand in laptop mode and for long duration	Can be used when working remotely. Use in accordance with workstation set up guidance.	Amazon	Amazon.co.uk	Not Available (Order only)
8		Vision Laptop / Tablet Stand (Suitable for Surface Pro) Recommended to use a separate keyboard and mouse whilst using this stand in laptop mode and for long duration	Can be used when working remotely. Use in accordance with workstation set up guidance.	Posturite	9820951	Not Available (Order only)
9		Anti-Glare Screen Protector (Suitable for Surface Pro)	Improves screen visibility in ambient light by significantly reducing screen glare and mirror- like reflections	Amazon	Amazon.co.uk	Not Available (Order only)



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10		Anker 4-Port USB 3.0 Ultra Slim Data Hub (Suitable for Surface Pro)	Transform one of your computer's USB ports into four for additional items i.e. mouse, printer, keyboard.	WCC ICT	N/A	N/A
11		A4 Tech Compact Mini Keyboard (Black)	Portable. To be used with laptop stand.	Posturite	354302	14-days
12		Contour Rollermouse Pro 3 (please note keyboard is not included)	For users who cannot use a separate mouse	Posturite	4401108	14-days
13		Logitech M171 Wireless Mouse	Reduce wires in workstation and portable	Posturite	9745429	Not Available (Order only)
14		Flat screen monitor posture block	Raise position of monitor for flat screens	Posturite	6104 (Black) 6103 (Grey)	Not Available (Order only)
15		PC monitor posture block	Raise position of monitor for PC screens	Posturite	1" Black –6105 1" Grey - 6099 2" Black –6106 2" Grey - 6100	Not Available (Order only)
Hand	/ Wrist Support					
No	Product	Description	Benefits	Supplier	Product Code	Trial Period
16	S	MouseBean Ergonomic Hand Rest	Attached to rear of mouse to allow consistent support throughout mouse use. Protection from mouse induced wrist pain	Posturite	3502	Not Available (Order only)
17		PUK Wrist Support	Rest between hand and wrist. Protection from mouse induced wrist pain	Posturite	9898038	Not Available (Order only)
18		Mouse mat with wrist support.	Protection from mouse induced wrist pain Cushions and massages wrists, contours to any mouse and squeezable for stress relief. Can also freeze the mat for extra cooling relief.	Posturite	ErgoBeads Mouse Wrist Rest 8869002	Not Available (Order only)



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19		Made from soft, breathable material and with built-in Microban protection to fight the growth of harmful bacteria, the PlushTouch was created to withstand daily wear and tear.	Comfort and softness to help relieve wrist pressure Non-skid backing keeps wrist support in place. Available in black and blue	Posturite	PlushTouch Keyboard Wrist Support Black – 2333805 Blue - 2333807	Not Available (Order only)
Leg /	Foot Support					
20		Footmate Footrest	Can help to improve circulation and blood flow, positively impacts posture	Posturite	8844001	Not Available (Order only)

If you have any queries with regard to this document please contact the HS&W Team on 01926 476803 or email healthandsafety@warwickshire.gov.uk