

# Services and Products That We Buy

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We look to partner with companies, including many small businesses, to provide the following goods and services needed to support our global business operations and deliver value for our clients.

## **Real Estate, Facilities and Security Services**

- Architecture and Engineering Services
- Real Estate “Consultancy” Services
- Furniture, Fittings and Equipment
- Contractor Services (Civil, Interior and Electrical)
- Construction / Project Management
- Mechanical, Electrical and Plumbing Services
- Janitorial Services
- Waste Management Services
- Building Maintenance
- Landscaping Services
- Manned Guarding
- Executive Protection

## **Human Resources**

- Talent Acquisition and Development
- Recruiting and Staffing Services
- Global Mobility Services (immigration & relocation)
- Onsite Medical Fitness
- Childcare services
- Benefits and Wellness (i.e. insurances, etc)

## **Hospitality and Events**

- Food and beverage suppliers
- Cafeteria and Catering Services
- Reservation and Reception Services
- Events – including Audio Visuals, Event Registration Technologies, Production, Food Flowers, Venues, Entertainment, Project Management
- Gifts and Merchandise

## **Travel, Transportation and Tourism**

- Travel Management, Agencies and Advisory
- Ground Transportation Services
- Accommodation (Corporate Apartments and Hotels)
- Commercial Airlines

## **Document Management**

- Printing and Scanning Services
- Couriers and Deliveries
- Subscriptions and Publications
- Office Supplies including Business Cards and Stationery
- Archival and Storage
- Presentation / Desktop Publishing Services
- Production Centre
- Translation Services
- Client Communications

**Professional and Legal Services**

- Advisory and Consulting
- Staff Augmentation
- Managed or Outsourced Services
- Legal Services

**Technology and Accessories**

- Technology infrastructure (data centers, data networking, end-user computers, services, storage and telecommunication)
- Technology Cloud Services (infrastructure, platform, or storage services delivered over public cloud)
- Technology Software (software and software as a service (SaaS) solutions, as well as associated maintenance and support, covering infrastructure software as well as software supporting a broad range of business functions.

**Marketing**

- Media Production
- Content Development & Publishing
- Creative / Design Services
- Marketing Agency Services
- Advertising
- Telemarketing
- Branding & Digital Media Advertising