

WORK INSTRUCTION	DATE INSTRUCTED	BUILDING	DESCRIPTION OF WORKS	AMOUNT	
1	17-18-0074	24/03/2017	ATLANTIC QUAY	MONITOR ARMS FOR ENERGY DIVISION (17NR)	£ 1,815.60
2	17-18-0076	27/03/2017	AB1	2 AIRPODS	£ 13,785.60
3	17-18-0099	03/04/2017	SAH	ORDER FURNITURE TO CHANGE LAYOUT IN PHARMACY 1 REAR SAH	£ 2,488.80
4	17-18-0132	13/04/2017	BUTE HOUSE	2X1400 and 2 x 1650 desks and 3 chairs	£ 2,547.68
5	17-18-0154	26/04/2017	VQ	COAT CUPBOARDS REQUIRES FOR FINANCE AREAS 3A-3D NORTH	£ 5,829.60
6	17-18-0164	27/04/2017	SAH	3 BENCH DESKS	£ 2,485.82
7	17-18-0170	27/04/2017	ATLANTIC QUAY	ADDITIONAL LOCKERS REQUIRED FOR GROWTH IN FAIR WORK AND SOCIAL SECURITY	£ 7,416.00
8	17-18-0208	05/05/2017	VQ	32 X BENCH DESKS FOR STAFF COMING IN TO JOIN DIGITAL FROM SH	£ 12,628.80
9	17-18-0239	12/05/2017	SAUGHTON HOUSE	2X6 BENCH DESKS	£ 3,494.42
10	17-18-0240	12/05/2017	SAH	HOT DESKS FOR PRIMARY CARE	£ 1,903.68
11	17-18-0265	23/05/2017	SAH	FURNITURE FOR A WILKIE DQTE 1459	£ 2,841.60
12	17-18-0291	01/06/2017	ATLANTIC QUAY	ADDITIONAL 10 DESKS FOR 6TH FLOOR INCL OPERATOR CHAIRS	£ 8,941.62
13	17-18-0306	05/06/2017	SAH	FURNITURE FOR	£ 10,849.56
14	17-18-0347	20/06/2017	VQ	16 X TILT TOP MEETING TABLES TO REPLACE THE BIG ROUND HEAVY ONES WHICH ARE FAI	£ 5,405.76
15	17-18-0400	30/06/2017	SAH	SOFAS AND TALL TABLES FOR EVENTS	£ 10,465.20
16	17-18-0417	07/07/2017	VQ	6 X LOCKER UNITS FOR AREA 3F SOUTH	£ 2,966.40
17	17-18-0419	10/07/2017	GOVERNORS HOUSE	DESKS FOR 1ST FLOOR FISCAL COMM	£ 3,262.73
18	17-18-0420	10/07/2017	SAUGHTON HOUSE	6X6 BENCHES FOR HR MOVES	£ 11,378.95
19	17-18-0432	13/07/2017	SAUGHTON HOUSE	ORDER AND INSTALLATION OF 4 X BENCH DESKS FOR COMMUNITY JUSTICE IN Y1 SPUR	£ 1,780.01
20	17-18-0454	20/07/2017	VQ	PROCUREMENT OF 4 X CEGA HIGH BACK PRIVACY SEATS FOR 3RD FLOOR ROTUNDA	£ 7,435.20
21	17-18-0455	20/07/2017	ARGYLE HOUSE	FURNITURE FOR CIV TEC AT ARGYLE HOUSE	£ 10,442.88
22	17-18-0460	21/07/2017	SAUGHTON HOUSE	FURNITURE FOR D1 SPUR	£ 57,106.86
23	17-18-0461	24/07/2017	SAH	MONITOR ARMS AND POWER MODULES FOR SAH FLEXIBLE SPACES -QUICK WINS	£ 9,772.80
24	17-18-0527	09/08/2017	SAH	FURNITURE FOR 2W.01 HEALTH RESILIENCE ROOM	£ 2,816.16
25	17-18-0529	10/08/2017	VQ	NEW FURNITURE PRODUCT FOR VQ LIVE LOUNGE DUE FOR DELIVERY 25/09/17	£ 16,969.96
26	17-18-0548	16/08/2017	SAUGHTON HOUSE	4 SIT STAND DESKS FOR SWP SH.	£ 3,967.13
27	17-18-0555	19/08/2017	SAH	SUPPLY AND INSTALL 1 BANK OF 8 BENCH DESKS FOR BASEMENT REAR	£ 2,574.10
28	17-18-0562	21/08/2017	SAH	PURCHASE OF NEW FURNITURE FOR COUNTER TERRORISM	£ 2,475.13
29	17-18-0571	23/08/2017	VQ	NEW FURNITURE PRODUCT FOR VQ SWP PHASE 1 DUE FOR DELIVERY 25/10/17	£ 270,286.64
30	17-18-0586	29/08/2017	VQ	NEW FURNITURE PRODUCT FOR EXTERNAL AFFAIRS IN 2H NORTH FOR BREXIT EXPANSION	£ 11,877.41
31	17-18-0612	04/09/2017	VQ	PERSONAL LOCKERS FOR SOCIAL SECURITY ON 2ND FLOOR	£ 2,966.40
32	17-18-0618	05/09/2017	BUCHANAN HOUSE	ADDITIONAL FURNITURE FOR SHR FIT OUT ON 6TH FLOOR	£ 16,112.88
33	17-18-0629	08/09/2017	SAH	ORDER FOR BENCH DESKS FOR GROUND REAR	£ 28,479.11
34	17-18-0640	12/09/2017	CALEY BUILDING, PETERHEAD	FURNITURE FOR NEW PETERHEAD BUILDING	£ 18,532.80
35	17-18-0722	21/09/2017	SAH	SUPPLY AND INSTALL 1 BANK OF 8 BENCH DESKS FOR BASEMENT REAR	£ 3,088.92
36	17-18-0723	22/09/2017	VQ	FURNITURE FOR OAG TO INCREASE DESK NUMBERS IN GH SOUTH	£ 10,099.80
37	17-18-0743	28/09/2017	GOVERNORS HOUSE	16 X MONITOR ARMS FOR PCS	£ 1,708.80
38	17-18-0780	05/10/2017	ATLANTIC QUAY	PURCHASE OF NEW FURNITURE FOR 5TH & 6TH FLOORS	£ 80,591.20
39	17-18-0787	06/10/2017	VQ	FURNITURE PROCUREMENT FOR SWP PHASE 2A INSTALL DECEMBER	£ 221,302.91
40	17-18-0853	27/10/2017	VQ	ADDITIONAL FURNITURE FOR LOCAL GOVERNMENT AREA 3G NORTH	£ 10,014.78
41	17-18-0856	30/10/2017	VQ	FURNITURE PROCUREMENT FOR SWP PHASE 2B INSTALL JANUARY 2018	£ 178,250.32
42	17-18-0875	01/11/2017	SAH	1 X PLEDGE MEDIA BOOTH, GROUND REAR, SAH	£ 4,215.36
43	17-18-0885	06/11/2017	BRUSSELS	NEW FURNITURE ORDER TO SUPPORT BRUSSELS REFURBISHMENT PROJECT	£ 42,272.62
44	17-18-0885A	16/11/2017	BRUSSELS	NEW FURNITURE ORDER TO SUPPORT BRUSSELS REFURBISHMENT PROJECT - PHASE 1	£ 66,839.50
45	17-18-0892	07/11/2017	SAUGHTON HOUSE	PLEASE SUPPLY 3x6 BENCH DESKS FOR B1 RURAL ECONOMY	£ 8,460.04
46	17-18-0905	09/11/2017	LONGMAN HOUSE, INVERNESS	FURNITURE FOR SCOTTISH LAND COMMISSION	£ 3,163.68
47	17-18-0933	16/11/2017	VQ	5 X FITTERS TO WORK AT VQ ON 18/11/2017 FOR OAG	£ 2,450.04
48	17-18-0949	21/11/2017	SAH	BANK OF 7 BENCH DESKS FOR POLICE DIVISION	£ 3,544.57
49	17-18-0950A	21/11/2017	VQ	PHASE 2B FURNITURE WASTE CHARGES	£ 2,335.20
50	17-18-0959	24/11/2017	ATLANTIC QUAY	ADDITIONAL FURNITURE REQUIRED TO DEAL WITH GRWOTH AS PART OF PROJECT ADVISO	£ 90,863.00
51	17-18-0971	28/11/2017	VQ	16 X SLIMLINE PEDESTALS FOR OAG IN GH SOUTH	£ 2,649.60
52	17-18-0974	29/11/2017	SAH	2 X SOFAS FOR OFFICE 3R-01	£ 2,656.80
53	17-18-0989	01/12/2017	VQ	30 X DESK RAISING KITS FOR VQ	£ 2,059.20
54	17-18-0990	01/12/2017	SAH	30 X DESK RAISING KITS FOR VQ	£ 2,059.20
55	17-18-0992	04/12/2017	SAUGHTON HOUSE	FURNITURE FOR PAROLE BOARD	£ 15,509.87
56	17-18-1000	11/12/2017	SAUGHTON HOUSE	FURNITURE FOR G1 SPUR ETC.	£ 39,986.89
57	17-18-1010	12/12/2017	SAH	50 X ARAMESH SWIVEL CHAIRS	£ 14,280.00
58	17-18-1014	12/12/2017	VQ	TRANSPORT SCOTLAND DECANT TO FIRST FLOOR FOR SWP 16-17/12/17	£ 5,920.32
59	17-18-1021	13/12/2017	RUSSELL HOUSE, AYR	NEW LOUNGE FURNITURE AND BENCH DESKS	£ 20,128.06
60	17-18-1023	15/12/2017	ATLANTIC QUAY	PROVISION OF BOXES FOR ORANGBOX PODS FOR PROTECTION WHILST IN STORAGE	£ 9,768.96
61	17-18-1039	19/12/2017	ATLANTIC QUAY	REMOVAL OF PODS AND INSTALLATION OF DESKS AS PART OF PROJECT ADVISORY GROU	£ 13,156.32
62	17-18-1057	20/12/2017	SAUGHTON HOUSE	3SIDE BY SIDE DSKS FOR F SPUR	£ 1,761.29
63	17-18-1058	20/12/2017	VQ	NEW FURNITURE PRODUCT FOR TOURISM & MAJOR EVENTS DUE TO EURO CHAMPS	£ 28,032.00
64	17-18-1060	20/12/2017	GOVERNORS HOUSE	FURNITURE REQUIRED FOR FISCAL COMMISSION	£ 3,878.09
65	17-18-1093	21/12/2017	VQ	NEW FURNITURE PRODUCT FOR PHASE 3 INCLUDING ROTUNDA OF SWP PROJECT AT VQ	£ 268,626.31
66	17-18-1125	17/01/2018	VQ	PROCUREMENT OF 120 JOT UP DESKS FOR 3RD FLOOR AT VQ	£ 97,032.24
67	17-18-1127	18/01/2018	MARINE LAB, ABERDEEN	PURCHASE OF JOT UP DESK FOR USE IN ADMIN OFFICE A23	£ 1,501.28
68	17-18-1136	19/01/2018	VQ	4 X NEW 24 HOUR CHAIRS FOR VQ CONTROL ROOM	£ 2,515.32
69	17-18-1138	19/01/2018	STRATHEARN HOUSE, PERTH	FURNITURE ORDER FOR TOUCHDOWN AREA IN RPID 1ST FLOOR	£ 7,201.30
70	17-18-1155	25/01/2018	ATLANTIC QUAY	RETRO-FIT JOT-UP DESKS IN THE BUILDING ACROSS FLOORS	£ 121,650.30
71	17-18-1163	28/01/2018	SAUGHTON HOUSE	ADDITIONAL FURNITURE FOR G1 ETC.,	£ 10,404.91
72	17-18-1212	08/02/2018	VQ	FURNITURE FOR 1H-B DIGITAL DIRECTORATE	£ 11,709.62
73	17-18-1214	08/02/2018	ATLANTIC QUAY	PROCUREMENT OF TELEPHONE BOOTHS	£ 41,328.00
74	17-18-1223	12/02/2018	SAH	12 BENCH DESKS FOR NURSING in 2ER	£ 5,795.54
75	17-18-1225	12/02/2018	VQ	ADDITIONAL JOT UP FURNITURE PRODUCT FOR SOCIAL SECURITY AT VQ	£ 6,461.14
76	17-18-1235	16/02/2018	SAUGHTON HOUSE	PURCHASE OF FURNITURE ON BEHALF OF COMMUNITY JUSTICE SCOTLAND	£ 2,026.80
77	17-18-1236	16/02/2018	MARINE LAB, ABERDEEN	PURCHASE OF FURNITURE FOR MARINE SCOTLAND FOR USE IN BUILDING A	£ 19,286.16
78	17-18-1250	21/02/2018	SAH	PLEASE SUPPLY 65 CHAIRS FOR MEDIA CENTRE	£ 7,722.00
79	17-18-1251	21/02/2018	RUSSELL HOUSE, AYR	PLEASE SUPPLY 6 MONITOR ARMS AND A MEETING TABLE AND CHAIRS	£ 2,206.08
80	17-18-1254	21/02/2018	SAUGHTON HOUSE	PURCHASE OF FURNITURE FOR INSTALLATION WITHIN E1 SPUR	£ 7,712.40
81	17-18-1264	22/02/2018	ATLANTIC QUAY	2 x SOFAS FOR ATALNTIC QUAY RECEPTION	£ 5,932.80
82	17-18-1286	27/02/2018	ATLANTIC QUAY	ADDITIONAL LOCKERS REQUIRED FOR GROWTH IN FAIR WORK AND SOCIAL SECURITY	£ 2,966.40
83	17-18-1317	05/03/2018	RUSSELL HOUSE, AYR	16 POWER/USB DESK TOPS FOR Ayr	£ 1,520.64
84	17-18-1336	08/03/2018	VQ	FURNITURE PROCUREMENT FOR SWP PHASE 4	£ 267,439.62
85	17-18-1338	10/03/2018	SAH	PURCHASE OF FURNITURE FOR ET HUB	£ 10,251.65
86	17-18-1339	12/03/2018	BRUSSELS	ADDITIONAL FURNITURE FOR BRUSSELS	£ 10,726.62
87	17-18-1340	14/03/2018	SAUGHTON HOUSE	PURCHASE OF FURNITURE FOR SPURS G1 & U1	£ 84,910.26
				TOTAL	£ 2,462,078.01

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1	18-19-0003	12/03/2018	SAH	PURCHASE OF GLASS WRITEABLE WALL	£ 4,815.00
2	18-19-0016	20/03/2018	SAUGHTON HOUSE	PURCHASE OF 2 SETS OF 6 PERSON BENCH DESKS FOR USE IN S1 SPUR	£ 5,803.22
3	18-19-0033	23/03/2018	SAH	FURNITURE FOR GROUND REAR	£ 21,215.99
4	18-19-0045	28/03/2018	SAH	ORDER DESKS FOR	£ 5,196.02
5	18-19-0045A	28/03/2018	SAH	PEDS FOR	£ 2,150.40
6	18-19-0048	29/03/2018	SAH	DESK AND CHAIRS FOR MEDIA ! CHAIRS	£ 2,031.84
7	18-19-0052	03/04/2018	ENDEAVOUR HOUSE, DUNDEE	PURCHASE OF NEW FURNITURE	£ 2,606.40
8	18-19-0055	04/04/2018	SAUGHTON HOUSE	PURCHASE OF 4 X JOT UP DESKS	£ 3,822.41
9	SWP 18-19-002	06/04/2018	VICTORIA QUAY	FURNITURE ORDER FOR REVENUE SCOTLAND 1 D SOUTH	£ 40,399.34
10	18-19-0095	13/04/2018	SAH	FURNITURE FOR ROSA, BASEMENT	£ 1,326.41
11	18-19-0121	23/04/2018	SAUGHTON HOUSE	PURCHASE OF NEW FURNITURE FOR COMMUNITY JUSTICE SERVICES	£ 2,748.10
12	18-19-0159	02/05/2018	SAH	PURCHASE OF VARIOUS ITEMS OF FURNITURE	£ 2,480.40
13	SWP 18-19-019	08/05/2018	VICTORIA QUAY	8 x CASALA CURVY STOOLS FOR 3B BIRDGE 3RD FLOOR	£ 1,881.60
14	18-19-0202	11/05/2018	SAUGHTON HOUSE	PURCHASE OF DESKS FOR F SPUR	£ 4,615.21
15	SWP 18-19-020	11/05/2018	VICTORIA QUAY	FURNITURE PROCURMENT FOR SWP PHASE 5	£ 144,952.04
16	18-19-0312	08/06/2018	SAH	PURCHASE OF BOSS MARNIE CHAIRS FOR USE IN THE CONTEMPLATION ROOMS	£ 11,016.00
17	SWP 18-19-049	19/06/2018	VICTORIA QUAY	40 X ADDITIONAL MONITOR ARMS AND PIXEL ELECTRICS FOR AREA 1D SOUTH (SSD)	£ 4,824.00
18	SWP 18-19-054	27/06/2018	VICTORIA QUAY	REUPHOLSTERY OF OB VALE SOFAS FOR USE ON PHASE 5 OF SWP AT VQ	£ 1,672.80
19	SWP 18-19-060	28/06/2018	VICTORIA QUAY	FURNITURE ORDER FOR SWP PHASE 6 QUOTE DQTE-4646	£ 205,408.16
20	18-19-0382	03/07/2018	SAH	FURNITURE FOR POLICE DIVISION EXPANSION	£ 19,278.48
21	18-19-0383	03/07/2018	SAH	24 BENCH DESK DIVIDERS	£ 4,636.80
22	18-19-0393	11/07/2018	SAH	50 X NEW DO SWIVEL CHAIRS	£ 14,280.00
23	18-19-0442	23/07/2018	FASKALLY	PURCHASE OF NEW FURNITURE FOR THE ADMIN OFFICE	£ 1,963.30
24	18-19-0449	24/07/2018	THAINSTONE, INVERURIE	35 X DO SWIVEL CHAIRS TO REPLACE BROKEN/OLD CHAIRS	£ 9,996.00
25	SWP 18-19-071	26/07/2018	VICTORIA QUAY	ABSTRACTA AIRLEAF FOR AREA 2F SOUTH	£ 2,286.20
26	18-19-0489	03/08/2018	SAUGHTON HOUSE	PURCHASE OF NEW FURNITURE FOR HR - F1 SPUR	£ 23,630.47
27	18-19-0494	06/08/2018	SAUGHTON HOUSE	PURCHASE OF NEW BENCH DESKING FOR INSTALLATION WITHIN Q1 SPUR	£ 27,568.88
28	18-19-0497	07/08/2018	MARINE LAB, ABERDEEN	PURCHASE OF NEW FURNITURE TO DEAL WITH EXPANSION WITHIN LOT - BUILDNG B	£ 15,405.60
29	SWP 18-19-075	07/08/2018	VICTORIA QUAY	ADDITIONAL TESSELATE WALL PANELS FOR SHHH SPACE	£ 3,384.00
30	18-19-0512	08/08/2018	VQ	ITEMS FOR SWP FROM VARIOUS CONTRACTORS	£ 1,590.01
31	18-19-0516	09/08/2018	ATLANTIC QUAY	L8 LEG SETS X 8 FOR CONFERENCE ROOM TABLES	£ 1,497.60
32	18-19-0524	10/08/2018	STRATHEARN HOUSE, PERTH	42 X DO CHAIRS FOR RPID, 1ST FLOOR	£ 11,995.20
33	18-19-0526	13/08/2018	MARINE LAB, ABERDEEN	PURCHASE OF HOT DESK FURNITURE FOR RM C219	£ 3,636.00
34	18-19-0530	14/08/2018	SAH	SUPPLY FURNITURE FOR 3ER	£ 30,432.92
35	18-19-0531	14/08/2018	SAH	SUPPLY CHAIRS FOR 3ER	£ 5,140.80
36	18-19-0535	15/08/2018	SAUGHTON HOUSE	PURCHASE OF A 6 PERSON BOOTH WITH MEETING TABLE FOR Q SPUR	£ 7,984.80
37	SWP 18-19-081	15/08/2018	VICTORIA QUAY	FURNITURE ORDER FOR EARLY YEARS AND CHILDCARE	£ 73,045.63
38	18-19-0539	16/08/2018	SAH	ELECTRICS AND DIVIDERS TO TOP UP FURNITURE STOCK	£ 3,214.08
39	SWP 18-19-082	16/08/2018	VICTORIA QUAY	DESK MOUNTED ELECTRICS FOR 1D SOUTH	£ 5,702.40
40	18-19-0550	20/08/2018	SAH	ORDER LEGS FOR TABLE TOP	£ 690.00
41	SWP 18-19-088	24/08/2018	ATLANTIC QUAY	INSTALL IT KIT IN 9 GEORGE SQUARE (TEMP ACOMMODATION)	£ 2,285.76
42	18-19-0564	27/08/2018	SAH	NEW FURNITURE FOR 3E TO ACCOMMDATE ADDITIONAL STAFF	£ 51,763.32
43	18-19-0678	20/09/2018	SAUGHTON HOUSE	REQUIRE PURCHASE OF 72 MONITOR STANDS	£ 7,689.60
				TOTAL	£ 798,063.19