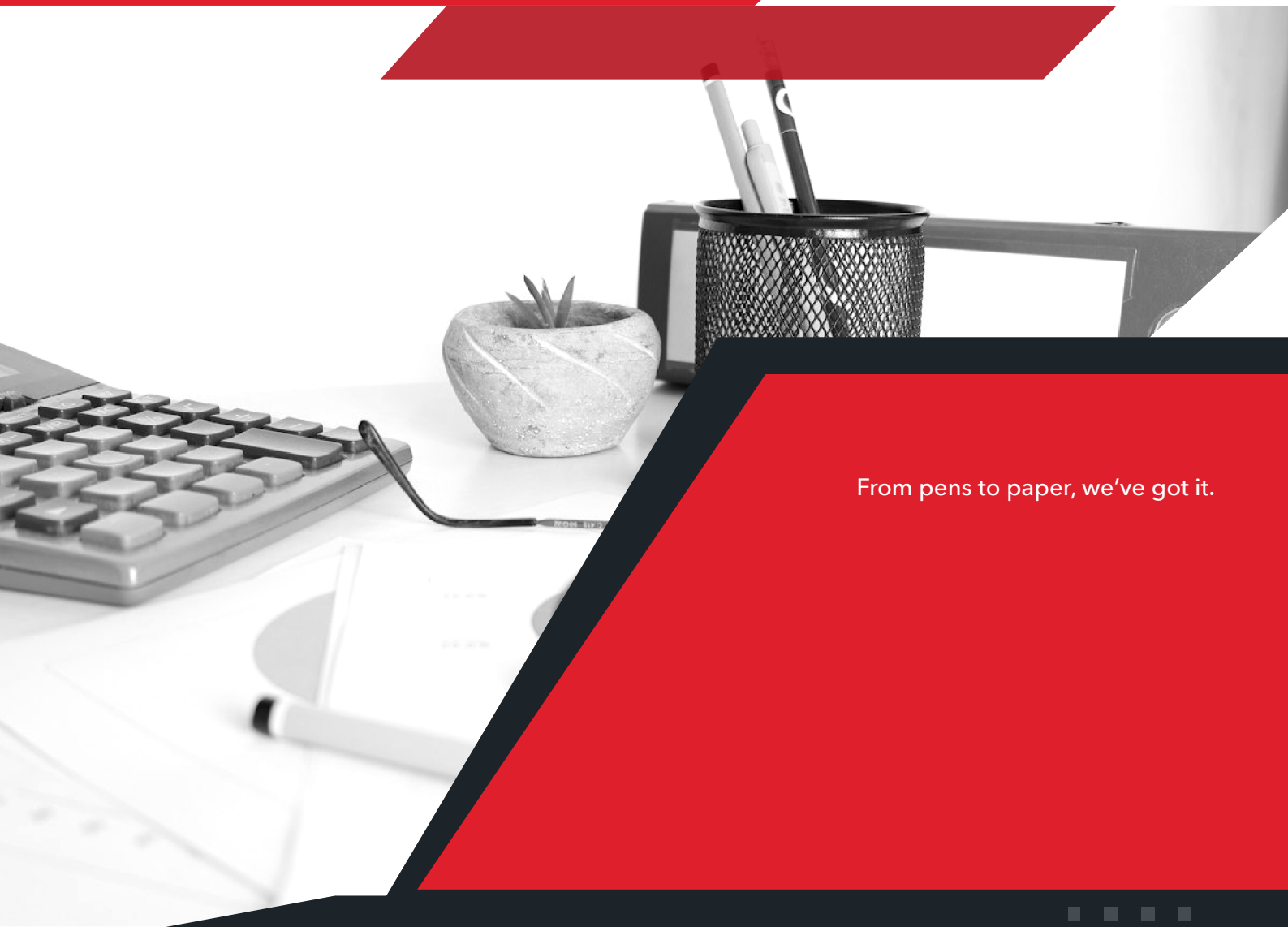
Motswako
OFFICE SOLUTIONS

PILLAR 04

OFFICE ESSENTIALS



From pens to paper, we've got it.

CONSUMABLES & WORKPLACE SUPPLY SPECIALISTS

www.motswako.com

RICOH | Platinum Partner

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Pillar 04 · Office Essentials

YOU PROBABLY BUY ESSENTIALS FROM FIVE DIFFERENT PLACES

A stationer, the supermarket, a cleaning supplier, whoever stocks the first aid box and the toner rep. That is five accounts, five deliveries and five invoices every month.

We put all of it on one account. You place one order, receive one delivery and pay one invoice, and the toner still comes from a Ricoh Platinum Partner.



04 Inside this brochure

- Stationery & office supplies
- Groceries & pantry
- Cleaning products & lightbulbs
- First aid kits
- Print consumables

Why one supplier

One account, one delivery schedule and one invoice for everything on these pages. Tick what you need and we send back one consolidated quote.

Level 1
B-BBEE contributor

135%
procurement recognition

2023 · 2024
Ricoh Partner of the Year

100+
years of combined leadership experience

One account

IF YOUR OFFICE USES IT, WE CAN SUPPLY IT

Five categories on one account: one order, one delivery and one invoice for the lot.



01 Stationery & office supplies

- Copy paper
- Pens & pencils
- Notebooks & paper
- Files & folders
- Desk supplies

19 PRODUCTS TO CHOOSE FROM



02 Groceries & pantry

- Coffee & tea
- Milk & sugar
- Snacks
- Kitchen basics
- Water

19 PRODUCTS TO CHOOSE FROM



03 Cleaning products & lightbulbs

- Detergents
- Hand soap & sanitiser
- Paper towels & toilet paper
- Refuse bags
- Lightbulbs

14 PRODUCTS TO CHOOSE FROM



04 First aid kits

- Office first aid kits
- Refills

6 PRODUCTS TO CHOOSE FROM



05 Print consumables

- Toner & ink cartridges
- Spare parts & maintenance kits
- Paper & specialty media

9 PRODUCTS TO CHOOSE FROM

WHAT YOU GET

Your office, supplied top to bottom. Pens, coffee, detergent, toner, the lot. You get one quote and one delivery schedule back.

Clients benefit from:

Supplier

01

One supplier

Stationery, pantry, cleaning, first aid and print on one account.

Stock

02

Predictable stock

Reliable availability on the items you order most.

Pricing

03

Competitive pricing

Structured around your volumes and quoted before you commit.

Delivery

04

National delivery

Head office and every branch, anywhere in South Africa.

Tracking

05

Usage tracking

Reports per site, so budget talks run on numbers.

Downtime

06

Less downtime

Stock arrives before it runs out, so nobody goes shopping.

Every order is tailored to your sites, your headcount and your budget.

Where this pillar lands

BUILT FOR TEN ENVIRONMENTS

Corporate
Stationery, coffee and pantry stock, cleaning products and toner for every floor.

Experience Centres
Refreshments for visitors, cleaning products and replacement lightbulbs.

Stadiums
Cleaning products, lightbulbs and first aid kits for event days.

Schools
Stationery, cleaning products, first aid kits and toner for the admin office.

Tech Companies
A stocked kitchen, desk supplies and paper for the printers.

Control Rooms
Coffee, snacks, first aid kits and stationery for round-the-clock shifts.

Churches
Tea, coffee and pantry stock for events, plus cleaning products and stationery.

Boardrooms
Coffee, tea and snacks for meetings, plus notebooks and pens.

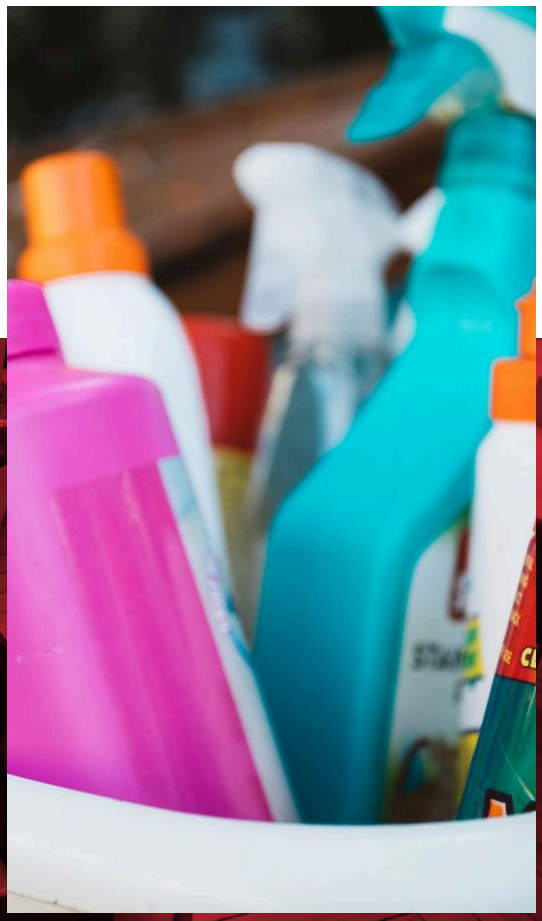
SMEs
Everything from pens and coffee to toner on one account.

Industrial
First aid kits, cleaning products and pantry stock for site offices.

Send us your office shopping list. Pens, coffee, detergent, toner, the lot. You get one quote and one delivery schedule back.

Motswako
OFFICE SOLUTIONS

Thank you



NEXT STEP

Send us your office shopping list. Pens, coffee, detergent, toner, the lot. You get one quote and one delivery schedule back.

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