Coimisiún na Meán

Appendix 3

Floor plans and product visual guides

Supply and Installation of Office Seating and Acoustic Solutions

Floor Plans - Ground Floor

Coimisiún na Meán

The Ground Floor layout includes a POD area with workstations and a range of small, medium and large meeting rooms, as shown on the accompanying floor plan.

Note: The floor plan shows the approved layout and designated locations. The scope of supply and installation, including applicable specifications and quantities, is defined in Appendix 2 – Furniture Specification and Appendix 5 – Pricing Schedule.

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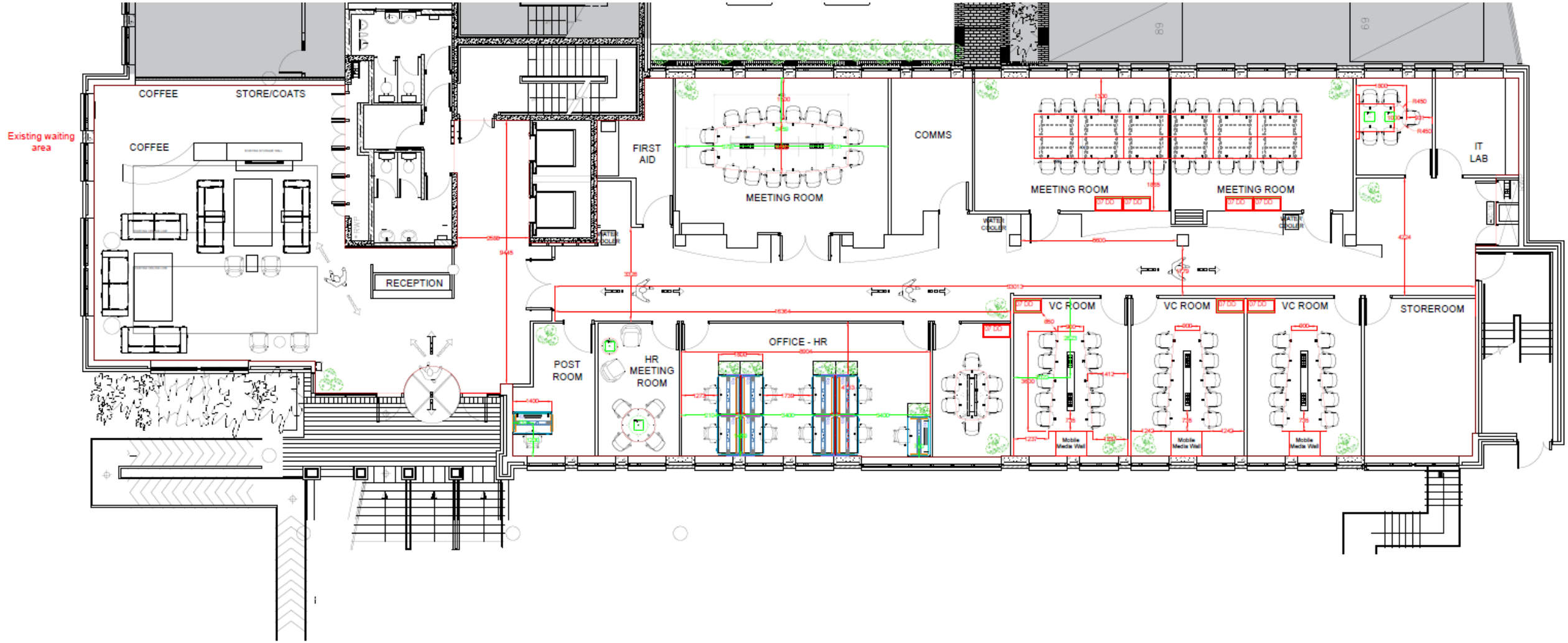
Area / Room Type	Description
Open-plan workstation area	9 workstations
POD Meeting Room 1	Meeting room furniture / fit-out elements
Small meeting room	2 no.
Medium meeting rooms	3 no.
16-person boardroom room	1 no.
24-person meeting room with room divider	Flexible large meeting / training room with room divider.

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Floor Plans - Ground Floor

Coimisiún na Meán

* Any manufacturer names, model references and associated product dimensions shown on the floor plans are for illustrative purposes only



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Floor Plans - First Floor

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The First Floor layout includes two open-plan workstation areas, together with a mix of small and medium meeting rooms, 1-person, 2-person and 4-person acoustic PODs / collaboration rooms, including one wheelchair-accessible 1-person POD, and five existing 1-person phone booths, as shown on the accompanying floor plan.

Note: This schedule is provided to assist tenderers in understanding the arrangement of the First Floor. The floor plan identifies the locations of the relevant areas. The products to be supplied and installed must comply with Appendix 2 – Furniture Specification, with quantities and pricing provided in Appendix 5 – Pricing Schedule.

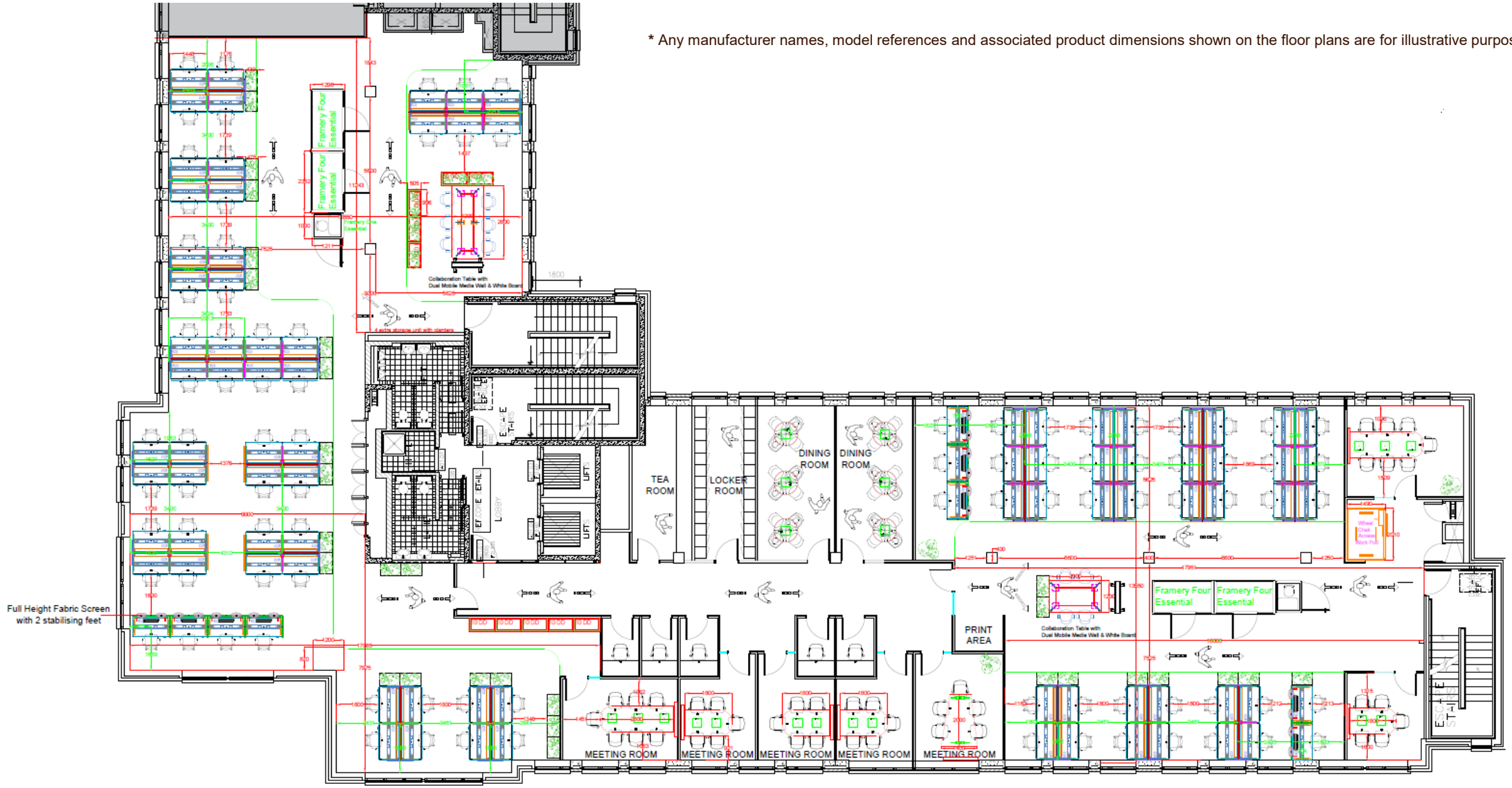
Area / Room Type	Description
Open-plan workstation areas	Two designated areas, as shown on the floor plan
Acoustic PODs / Collaboration Rooms	Mix of 1-person, 2-person and 4-person acoustic PODs, plus a separate wheelchair-accessible acoustic POD.
Existing Phone Booths	5 no. existing 1-person phone booths requiring acoustic enhancements
Small Meeting Rooms	5 no.
Medium Meeting Rooms	2 no.
Touchdown Areas	As shown on the approved floor plan
Dining / Breakout Rooms	2 no. existing areas

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Floor Plans - First Floor

Coimisiún na Meán

* Any manufacturer names, model references and associated product dimensions shown on the floor plans are for illustrative purposes only



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Floor Plans - Second Floor

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The Second Floor layout includes an open-plan workstation area, small and medium meeting rooms, offices, and a mix of 1-person, 2-person and 4-person acoustic PODs / collaboration rooms, as shown on the accompanying floor plan.

Note: The floor plan shows the layout and designated locations. The scope of supply and installation, including applicable quantities and specifications, is defined in Appendix 2 – Furniture Specification and Appendix 5 – Pricing Schedule.

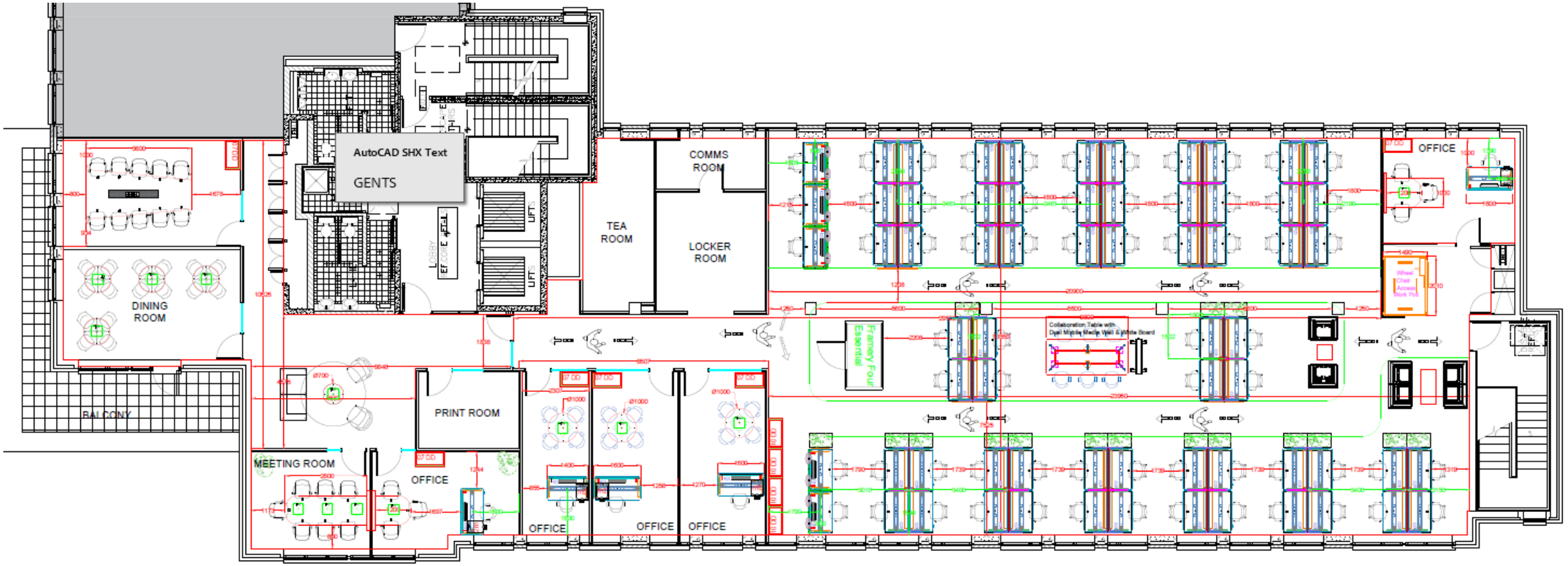
Area / Room Type	Description
Open-plan workstation area	As shown on the approved floor plan
Acoustic PODs / Collaboration Rooms	Mix of 1-person, 2-person and 4-person acoustic PODs, plus a separate wheelchair-accessible acoustic POD.
Offices	5 no.
Small Meeting Rooms	1 no.
Medium Meeting Room	1 no.
Touchdown Area	As shown on the approved floor plan
Dining / Breakout Room	1 no.

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Floor Plans - Second Floor

Coimisiún na Meán

* Any manufacturer names, model references and associated product dimensions shown on the floor plans are for illustrative purposes only



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1-Person POD – Visual Guide

Coimisiún na Meán

The images and items shown on this slide illustrate the type and standard of 1-person pod that may be required. The pod should support private phone calls, video calls and short-duration focused work.

Key features include:

- Fully enclosed acoustic pod suitable for 1-person use;
- Acoustic interior to support speech privacy and noise reduction;
- Integrated lighting and ventilation;
- Integrated table and seating;
- Integrated power and USB charging points;
- Motion sensor activation for lighting and ventilation, where available;
- Accessible / disability-friendly pod option to be available where required, subject to final layout, space and accessibility requirements;
- External dimensions and final product selection to be agreed with Coimisiún na Meán.

Note:

Images are provided for illustrative purposes only. This slide does not replace the detailed technical specification. Tenderers should refer to Appendix 2 – Furniture Specification for the technical requirements. Tenderers may propose equivalent products that meet or exceed the requirements set out in Appendix 2.

Examples for illustrative purposes only





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2-Person, 4-Person and Accessible Acoustic PODs - Visual Guide

Coimisiún na Meán

The images shown on this slide illustrate examples of 2-person, 4-person and wheelchair-accessible acoustic PODs required for private meetings, video calls, collaboration and focused work.

Key features include:

- Fully enclosed acoustic PODs suitable for commercial office use;
- Acoustic insulation to support speech privacy and noise reduction;
- Integrated lighting and ventilation;
- Integrated table and seating;
- Integrated power and USB charging facilities;
- Motion sensor activation for lighting and ventilation, where available;
- A dedicated wheelchair-accessible POD with suitable access, internal manoeuvring space, accessible furniture and controls;
- Dimensions and product selection compatible with the provided Floor Plans.

Note:

Images are provided for illustrative purposes only and do not specify a particular manufacturer or model. All products must comply with Appendix 2 – Furniture Specification. Equivalent products meeting the specified requirements may be offered.

Examples for illustrative purposes only







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Workstation Task Chair – Visual Guide

Coimisiún na Meán

The images shown on this slide illustrate the type and standard of ergonomic office task chairs required for individual, shared and height-adjustable workstations. Chairs must be suitable for intensive daily use in a commercial office environment.

Key features include:

High-quality ergonomic swivel task chair suitable for intensive commercial use;
Pneumatic seat height adjustment (minimum 100 mm range);
Adjustable seat depth (minimum 50 mm range);
Ergonomic backrest with adjustable lumbar support;
Reclining or synchronised tilt mechanism with adjustable tension and multiple locking positions;
Height- and width-adjustable armrests, with 3D/4D adjustment preferred;
Stable five-star swivel base with castors suitable for carpeted floors;
Breathable, durable and easy-to-clean upholstery;
Minimum manufacturer-rated user weight capacity of 120 kg;
Minimum five-year manufacturer's warranty.

Note:

Images are provided for illustrative purposes only and do not specify a particular manufacturer or model. All products must comply with Appendix 2 – Furniture Specification. Equivalent products meeting the specified requirements may be offered.

Examples for illustrative purposes only



Work station chairs

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Meeting Rooms – Visual Guide

Coimisiún na Meán

The images shown on this slide illustrate the type and standard of meeting room and boardroom chairs required. Chairs must be suitable for regular use in a commercial office environment, providing appropriate comfort, durability and finishes.

Key features include:

- High-quality commercial-grade seating suitable for meeting rooms and boardrooms;
- Type A – Meeting Room Chairs: Height-adjustable swivel chairs with upholstered seats, supportive backrests, armrests and castors;
- Type B – Boardroom Chairs: Premium fully upholstered chairs with enhanced comfort, supportive backrests and armrests, with fixed or swivel bases;
- Durable construction and easy-to-maintain upholstery and finishes;
- Minimum manufacturer-rated user weight capacity of 120 kg;
- Minimum five-year manufacturer's warranty;
- Product colours and finishes compatible with the existing workplace environment.

Note:

Images are provided for illustrative purposes only and do not specify a particular manufacturer or model. All products must comply with Appendix 2 – Furniture Specification. Equivalent products meeting the specified requirements may be offered.

Examples for illustrative purposes only



Meeting room chairs

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Canteen / Breakout Areas – Visual Guide

Coimisiún na Meán

The images shown on this slide illustrate the type and standard of canteen chairs required. Chairs must be suitable for frequent daily use in a commercial office environment, providing appropriate comfort, durability and ease of maintenance.

Key features include:

- High-quality commercial-grade canteen chairs suitable for frequent daily use;
- Comfortable, ergonomically shaped seating with supportive backrests;
- Durable metal, timber, reinforced polymer or equivalent commercial-grade construction;
- Seat height approximately 430–480 mm;
- Stable construction with non-marking floor protection;
- Durable, easy-to-clean materials and finishes resistant to spills, stains and regular cleaning;
- Stackable configuration where available (Preferred);
- Minimum five-year manufacturer's warranty;
- Colours and finishes compatible with the existing canteen environment.

Note:

Images are provided for illustrative purposes only and do not specify a particular manufacturer or model. All products must comply with Appendix 2 – Furniture Specification. Equivalent products meeting the specified requirements may be offered.

Examples for illustrative purposes only





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Acoustic Improvements – Visual Guide

Coimisiún na Meán

The images shown on this slide illustrate examples of acoustic treatments and associated lighting for meeting rooms, collaboration/project spaces and existing phone booths. The proposed solutions should reduce reverberation, improve speech clarity and complement the existing workplace design.

Key features include:

- Wall-mounted and ceiling-mounted acoustic solutions;
- Acoustic panels, baffles and suspended features;
- Acoustic treatments with decorative pendant lighting;
- Enhancements to existing phone booths;
- High-quality materials and finishes complementing the workplace;
- Improved speech clarity and acoustic comfort.

Note:

Images are provided for illustrative purposes only and do not specify a particular manufacturer or model. All products must comply with Appendix 2 – Furniture Specification. Equivalent products meeting the specified requirements may be offered.

Examples for illustrative purposes only



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Design Concept – Existing Interior Reference

The design concept should take inspiration from the existing Coimisiún na Meán interior, including the current reception furniture, colour palette, finishes and overall look and feel.

Key elements to consider:

- The existing reception furniture and finishes;
- How any new furniture will work with the retained furniture;
- Colours and materials that complement the current space;
- A consistent approach between reception, breakout and visitor-facing areas.

Note:
Images are provided for reference only. Tenderers should use these as a guide when developing their proposed design concept, finishes and furniture selections. Final design, colours, finishes and product selection are to be agreed with Coimisiún na Meán.









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Thank you