

Redactada por: Carolina Capouyá

CATALENT_MINUTA 05

FECHA 06/08/12

LUGAR Mobilart and Bertoni

CLIENTE CATALENT

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Empresa	Email	Integrantes
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Contract	ccapouya@contract.com.uy gcarpena@contract.com.uy	Carolina Capouyá Gabriel Cápena

TEMA	DEFINIDO
Furniture	Both furniture options were seen at Mobilart and Bertoni. Preferred furniture:
Open office	4 desk workstations Equinox Basic, with rolling drawers, cable organizers and desk partitions (color to be defined)
	Omega chairs
Manager office	Desk 200 x 80, side table, wooden melamine finish (color to be defined). 2 low storage cabinets. Equinox.
	Boss chair
	Visitor's chairs. D35 model (2)
Private office	Desk 200 x 80, side table, wooden melamine finish (color to be defined). 2 low storage cabinets. Equinox.
	Boss chair
	Visitor's chairs. D35 model (1)
Large meeting room	See picture attached
	Boss chair (8)
Small meeting room	Round meeting table, diameter 110. Equinox Basic.
	Omega chair (3)
Copy area	Cabinets from Bertoni. See pictures attached
Vynil floor definition	Code 4974, seen at Bertoni

TEMA	NOTAS	TAREA	ASIGNADO	FECHA LÍMITE
Bertoni furniture budget		Prepare a new quote with the decisions taken in site.	Carolina Capouyá	08/08/12

Esta minuta refleja el entendimiento y conclusiones alcanzadas por los asistentes llevadas a cabo durante la junta arriba citada. Se solicita que en el caso de tener cualquier comentario que difiera de lo expresado lo comuniquen por escrito dentro de las 48 hs de recibida la presente, caso contrario se dará por conformada. Se envían copias a todos los presentes en la reunión.