



INTERIORS BY ARABA LLC
Floor & More



CAPABILITY STATEMENT

DUNS #: 117900648 | CAGE CODE: 9JAR8

NAICS CODE:

- 238330 — Flooring Contractor

ABOUT US

Interiors by Arabas professionals are expertly trained in cradle to grave interior construction management including providing a wide range of administrative support options including managing the flooring scope of work on construction sites including: attending meetings, managing installation crews.

Proposal development, travel arrangement coordination and notifying managers of job leads from manufacturers as well as tracking project leads.

PAST PERFORMANCE

Consultant, Subcontract and Vendor Agreements, for both public and private sector clients. The principal responsibilities will include:

Lead the overall contract administration, procurement and compliance functions including the drafting/negotiating of agreements (including NDAs, TAs, contracts, and subcontracts).

Serve as the focal point for all contractual and procurement activities including support for existing business and new business development activities.

Lead the review of Request for Proposals (RFPs), Request for Quotes (RFQs), and other solicitations, identifying risks and distributing key information to internal stakeholders.

Lead the development and on-going management of policies, procedures, tools, templates and training for contract, procurements.

Monitor and provide input on contracting environment, ensuring policies, procedures and training for contract management and procurement remain compliant and up to date.

Function as subject matter expert for contracts and procurement matters for initiatives and organizational development activities

- Broadloom
- Carpet Tile
- Custom Area Rugs
- Estimate / Takeoff
- Luxury Vinyl Plank
- SDT & VCT
- Project Management
- Proposals
- Sheet Vinyl / Rubber

POINT OF CONTACT:
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