



OUR PROCESS

Initial Consultation

Approximate time for the consultation is 1-2 hours. An important part of our first meeting is to view the interior space(s) and make an assessment of your needs, budget and what services you require. This is also an opportunity to share how you will utilize the space. We discuss how we may assist and fees before preparing a written agreement. This time is also a mutual interview process.

Design Concept

Following the agreement acceptance we would make a full survey of the site space with measurements and details. We further review your needs, likes and budget in order to develop a custom design concept. Every project is unique and we are proud not to duplicate work to make spaces personalized to lifestyle and function of a space.

We will prepare a comprehensive plan showing proposed space and furniture layout. With space plan drawings, we present proposed samples of materials, furniture, fabrics, fixtures and other materials. All products within the design concept are ideas based on your budget and subject to final approval before procurement.

Once you have approved the final concept, we commence with specifications and fabrication of the plan. We coordinate bid estimates for work undertaken by trades/ contractors – furniture, carpentry, electrical and/or plumbing. You may use our concept plan and fulfill with your previous contractors or we will provide recommendations. We do not receive commission from any tradesmen recommended.

Design and Sourcing

All products proposed to complete your new interior concept are subject to purchase order approval. Once agreement is made, we require a standard deposit to place orders or make purchases. We procure items at net/wholesale (to-the-Trade) or actual with suitable design fee (cost plus) as commission. We coordinate all projects in phases and timelines, which allows for final decisions, material selections and fabrication time.

Project Management

Bright Design Group will work on your behalf to carry your project from concept to completion. We will negotiate contract agreements, procure all materials, overview details of construction and furniture production. We will also have regular site meetings with the contractors to confirm timely schedules and relations to the budget.

define your surroundings

