# **BOLD** ASSEMBLY SETUP SEQUENCES



PROJECT BY ARCH. MATTEO SILVERIO - TECHNICAL DEPARTMENT RESEARCH AND DEVELOPMENT DIVISION GIGI GLORINI - SELENE MAURI

DESCRIPTION

### **BOLD**

### **LOAD-BEARING RETURN DESK**

CENTRUFFICIOSPA

#### **BOLD: RETURN DESK ASSEMBLY SETUP SEQUENCE**

- Prepare the back 1 to be assembled to the end sides 2 and central sides 3:
  - insert the dowel pins A into all the holes on it (both on the heads of the short sides and on the inner side)
  - lay the back on a horizontal surface
- Place the end sides 2 and central sides 3 on the dowel pins A previously placed on the back 1, making sure the elements are perfectly aligned with each other
- Prepare the end sides 2 and central sides 3 to be assembled with the base 4 and top 5:
  - Place barrel nuts B in the appropriate holes on the sides 2 and 3, aligning the marks on the upper edge of the barrel nuts with the axis of the hole provided to accommodate the linear pin D
- Prepare the base 4 and top 5 for assembly with the sides 2 and 3:
  - Screw the linear pins D into the prepared sockets on the base 4 and top 5, at the end of the screwing the hole on the pin should be perpendicular to the long side of the base 4 or top 5
  - Insert the dowel pins A into the designated holes on the base 4 and top 5
- Now proceed with the assembly of the base 4 on the sides 2 and 3:
  - thread simultaneously and all the way through the pins D and dowel pins A previously secured to the base into the upper holes on the sides 2 and 3; using a grub screw C, screw together - without tightening - the pins D on the base and the barrel nuts B in the sides
- Repeat the assembly procedure of the sides 2 and 3 to the base 4 also for the top 5
- Finish by inserting the feet O in the designated holes on the base 4
- Now rotate the return structure and **bring it to a vertical position**; for safe handling, it is best to have two people work simultaneously on this operation
- Check that all elements are correctly fitted onto each other, aligned and in square with each other, and tighten all joints using a screwdriver or electric screwdriver
- Proceed with positioning the two-drawer one-piece unit 9 in the compartment that will not be equipped with doors:
  - Pull the drawers out of the one-piece unit
  - Place the frame of the one-piece unit 9 in the compartment, making sure to place it perfectly flush with the back of the return structure

- Using self-tapping screws P, proceed to fasten the one-piece unit, from the inside of the unit, to the sides of the structure
- Reposition the drawers in the unit, making sure to correctly insert the two parts making up the metal runners into each other.
- Having secured the structure, now proceed with positioning, at the desired height, the adjustable shelves 6 and 7 (A+B) inside the remaining compartments:
  - Screw the shelf supports E to the sides by means of euro screws F
  - Using the dowel pins A, fasten the back bar 7B to the shelf 7A
  - Insert the adjustable shelves 6 and 7 into the compartments between the sides by lowering them from the top down and exerting light pressure such that the upper tip of the shelf support E fits into the holes provided on the underside of the adjustable shelf
- Complete assembly by fitting the door 8 to the cabinet frame as follows:
  - Prepare the door 8 by inserting the hinges H into the appropriate holes and screwing in the corresponding sealing tangs
  - -Screw the hinge mounting plates G onto the sides. The mounting plates also have their fasteners pre-assembled, so all you need to do is place them in line with the appropriate holes on the sides, apply light pressure using a rubber mallet, until the tangs fit properly into the holes, and then tighten the screws.
  - The hinges are of the Click On type, so all you have to do is snap the hinge H into the mounting plate G and make a slight manual pressure on the rear part of the hinge so that it fits properly on the mounting plate, clicks and fastens. Complete the assembly by snapping the casing I onto the hinge part located on the door.
  - Now, using a screwdriver, the hinge adjustment screws can be adjusted to level both the horizontal and vertical planes, as well as the depth of the side in relation to the return structure.
- A push-and-pull opening system is provided for the doors, which must be fixed on the side opposite the side where the hinges are located:
  - By means of two self-tapping screws included in the packaging, the plastic base plate N is attached to the side
  - The support M is inserted into the base plate N to house the plunger L; once this has been inserted into the base, assembly of the push-and-pull system is complete; all that remains is to adjust the degree at which the mechanism works by screwing or unscrewing the retractable part of the plunger.

SERIES DESCRIPTION CENTRUFFICIO SPA **LOAD-BEARING RETURN DESK BOLD** 7 (A+B) x 16 x 2 x 51 x 16 x8 **x8** PROJECT BY ARCH. MATTEO SILVERIO- TECHNICAL DEPARTMENT Research & Development Division GIGI GLORINI - SELENE MAURI **TAB 2 of 10** 

DRAWING DATE 19.04.2023

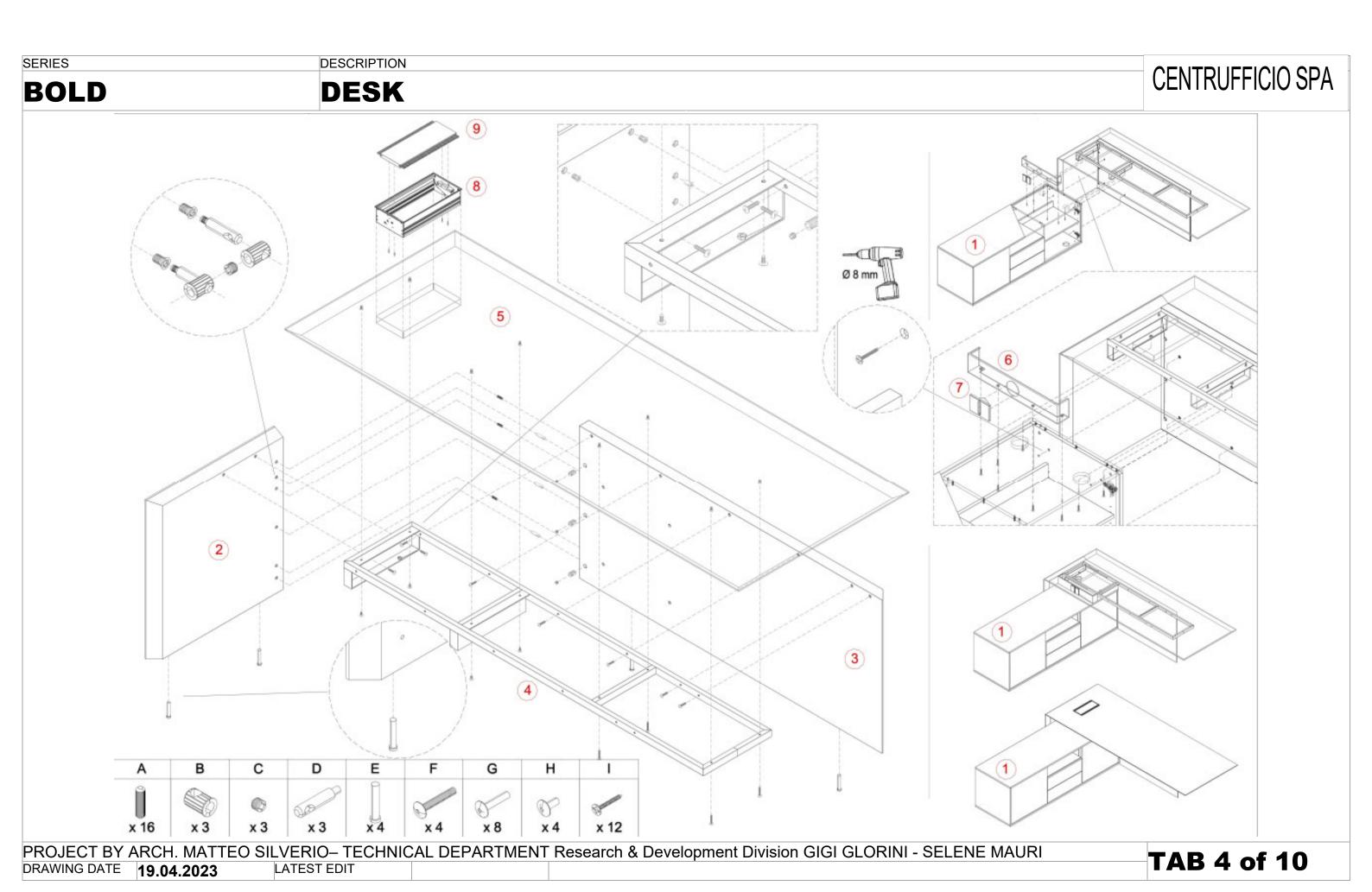
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#### BOLD: DESK ASSEMBLY SETUP SEQUENCE on LOAD-BEARING RETURN

Before proceeding to assemble the desk, it is necessary to have properly completed the assembly of the load-bearing return desk 1 (see specific assembly sequence and diagram)

- Now prepare the return structure for assembly with the other components of the desk:
- Check carefully whether the return is to be left or right: if the return is to be right, you will need to work on the right end side (item 2 return assembly sheet), if the return is to be left, you will need to work on the left end side.
- Using an electric drill and an 8 mm diameter drill bit, drill through the end side of the return (item 2 return assembly sheet) by drilling through the through holes provided for that purpose so that the return can then be attached to the front 3 of the desk
- Prepare the side 2 and front 3 for assembly:
- Insert the floor levelers E into the holes provided in the lower part, making sure that the adjustment hole in the leveler E coincides with that in the painted MDF element that will allow its adjustment
- Screw the threaded pins D into the sockets on the side 2, taking care to verify that the hole in the pin is parallel to the vertical side of the side piece
- Insert the dowel pins A into the designated holes on the side 2
- Place the barrel nuts B in the appropriate holes on the front 3, aligning the marks on the upper edge of the barrel nuts with the axis of the hole provided to accommodate the linear pin D
- Now proceed to assemble the front 3 and side 2 together
- Place the side 2 on the front 3 by inserting pins D and dowel pins A correctly into the holes on the front 3: when finished, the pin D should be correctly housed inside the barrel nut B
- Screw the joint B\*D tightly by means of a grub screw C
  - Assemble the frame 4 to the side 2 and front 3 by means of screws F and G
- Place the top S on the frame 4 and fix it by means of screws H

- Place the previously assembled elements in the position required by the customer and proceed with the final steps of assembly as follows:
- Through the hole provided on the inner side of the side piece 2 and front 3, with a Ph2 screwdriver, adjust the floor levelers E to level the piece of furniture
- Insert the return 1 under the elements previously assembled together so as it is fully aligned with the side 2 and front 3, taking care to align the holes on the top and outer side of the return 1 with the slots on the frame 4 and front 3
- Using screws I, from inside the return compartment that will result under the desk, screw the return 1 and frame 4 to the side 2 and front 3
- Check that all parts are well aligned and, if necessary, also level the return by leveling the adjustable feet using a 4 mm hexagonal wrench
- Finish the assembly by fitting the electrification elements:
- If purchased by the customer, screw the multisocket to the top of the return in the compartment that has been specially created between the top 5 and the underlying return 1 and wire the cables through the appropriate holes provided on the return structure
- Position the undertop electrification casing 6 on the top of the return 1 against the frame 4 by screwing it from inside the compartment of the return using screws I
- Insert the cable grommet 7 into the hole in the electrification casing 6
- screw the plate 9 to the top access 8 using the self-tapping screws in the packaging
- Insert the top access consisting of elements 8+9 into the hole on the top 5 and hold it in place by means of a second set of self-tapping screws also contained in the same packaging



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### **CABINETS**

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#### **BOLD: CABINET ASSEMBLY SETUP SEQUENCE**

- Plug the adjustable feet S into the base 1, place it on the ground and prepare it to be assembled to the end sides 2 and partition sides 3 in the following way:
  - Screw the linear pins C into the sockets on the base 1; when the screwing is complete, the hole on the pin should be perpendicular to the long side of the base 1
  - Insert the wooden dowels D into the holes provided on the base 1
- Now prepare the end sides 2 and partition sides 3 to be assembled to the base 1 as follows:
  - Place the barrel nuts A on the end sides 2 and partition sides 3, aligning the marks on the upper edge with the axis of the hole provided to accommodate the linear pin C
- Now place the sides on the base:
  - Plug the end sides 2 onto the linear pins C and dowel pins D pre-assembled to the base, making sure to insert the tenon of the base 1 into the recess of the end side 2.
  - Plug the partition sides 3 onto the linear pins C and dowel pins D, taking care to fit the elements all the way onto each other.

Once the end sides 2 and partition sides 3 have been fitted to the base, proceed to fasten the elements of the linear joints together by acting as follows:

- By means of a grub screw B, screw in - without tightening - the base 1, end sides 2 and partition sides 3.

Now prepare the top 4 for assembly by placing it on a horizontal surface with the holes facing upward, replicating exactly all the operations performed to prepare the base 1 for assembly

- Now turn the top 4 over the upper part of the end sides 2 and partition sides 3, making sure to correctly insert both the tenon of the top 4 in the recess of the end side 2, and the pins C and dowel pins D in the appropriate holes. This operation is easier if done by two people working together.
- Once the sides have been fitted to the top 4, proceed to fasten the elements of the linear joints together by acting as follows:
  - By means of a grub screw B, screw in without tightening the base 1, end sides 2 and partition sides 3
- Now proceed to place the structural shelves 5 between the sides 2-3 / 3-3 / 3-2 as follows:
  - Using a euro screw G, screw the Tab joint support E onto the sides.
  - Prepare the structural shelf 5 for assembly by inserting the Tab joint F into the holes provided.
  - Insert the structural shelf 5 between the sides and press this element down from above so that the two components of the Tab joint E+F fit into each other, without tightening them.

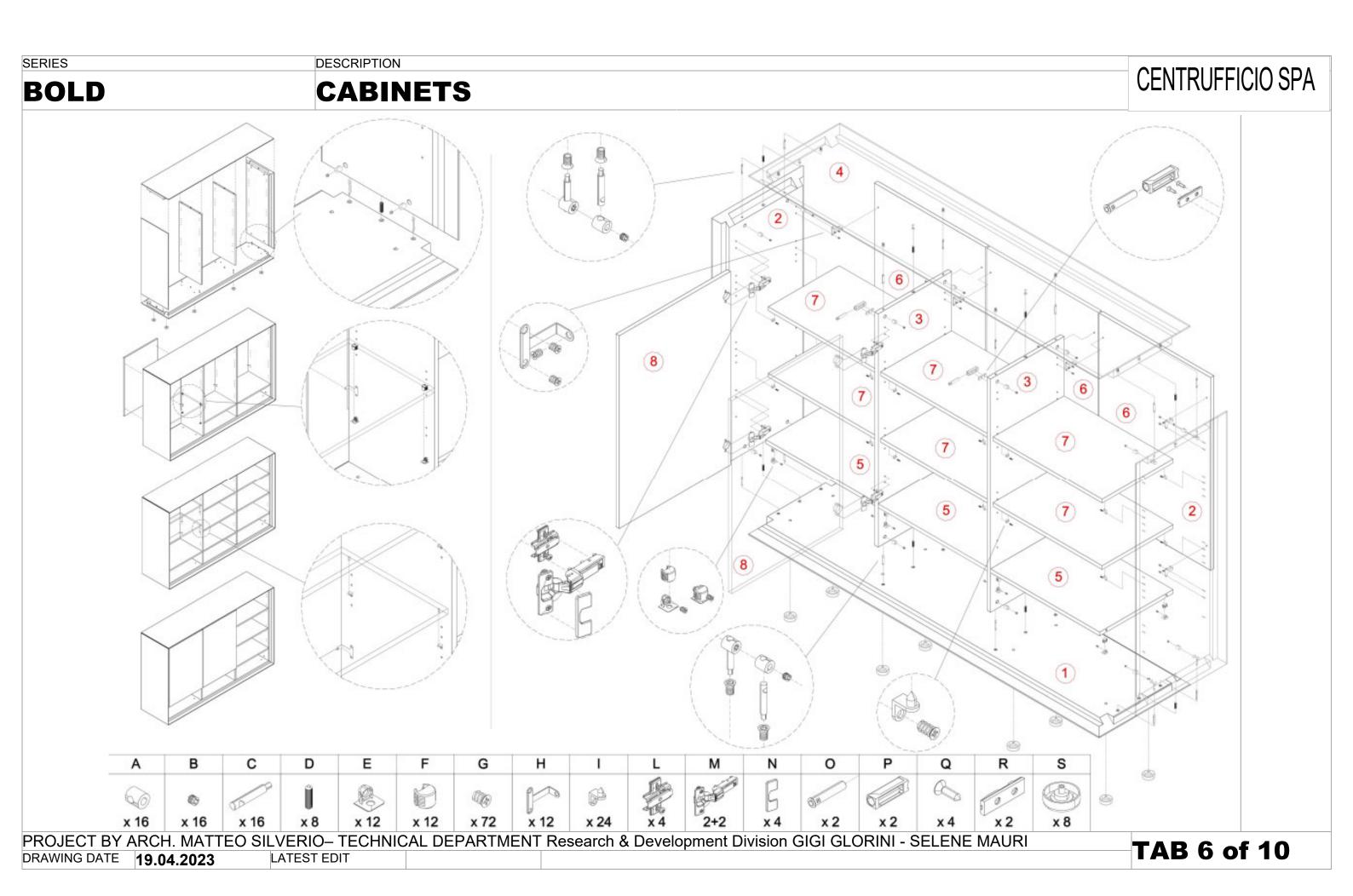
Now proceed with positioning the backs 6 on the assembled cabinet structure by acting as shown below:

- By means of euro screws G, screw the back blocks H onto the backs 6
- Place the backs 6 on the sides 2-3 / 3-3 / 3-2 and hold them in place with euro screws G, making sure they are not completely tightened.
- Check that all elements are correctly fitted onto each other, aligned and in square with each other, and tighten all joints
- Having secured the structure, now proceed with positioning, at the desired height, the adjustable shelves 7 inside the compartments:
  - Screw the shelf supports I to the sides by means of euro screws G
  - Insert the adjustable shelves 7 into the compartments between the sides by lowering them from the top down such that the upper tip of the shelf support I fits into the holes provided on the underside of the adjustable shelf
- Complete assembly by fitting the door 8 to the cabinet frame as follows:
  - Prepare the door 8 by inserting the hinges M into the appropriate holes and screwing in the corresponding sealing tangs
  - Screw the hinge mounting plates L onto the sides. The mounting plates also have their fasteners
    pre-assembled, so all you need to do is place them in line with the appropriate holes on the sides,
    apply light pressure using a rubber mallet, until the tangs fit properly into the holes, and then
    tighten the screws.
  - The hinges are of the Click On type, so all you have to do is snap the hinge M into the mounting plates L and make a slight manual pressure on the rear part of the hinge so that it fits properly on the mounting plate, clicks and fastens. Complete the assembly by snapping the casing N onto the hinge part located on the door.
  - Now, using a screwdriver, the hinge adjustment screws M can be adjusted to level both the horizontal and vertical planes, as well as the depth of the door in relation to the cabinet structure.

A push-and-pull opening system (O+P+R) is provided for the doors 8, which must be fixed on the side opposite the side where the hinges are located:

- By means of two self-tapping screws Q, the plastic base plate R is attached to the side
- The support P is inserted into the base plates R to house the plunger O; once O has been inserted into the base, assembly of the push-and-pull system is complete; all that remains is to adjust the degree at which the mechanism works by screwing or unscrewing the retractable part of the plunger.

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# **MEETING TABLE**

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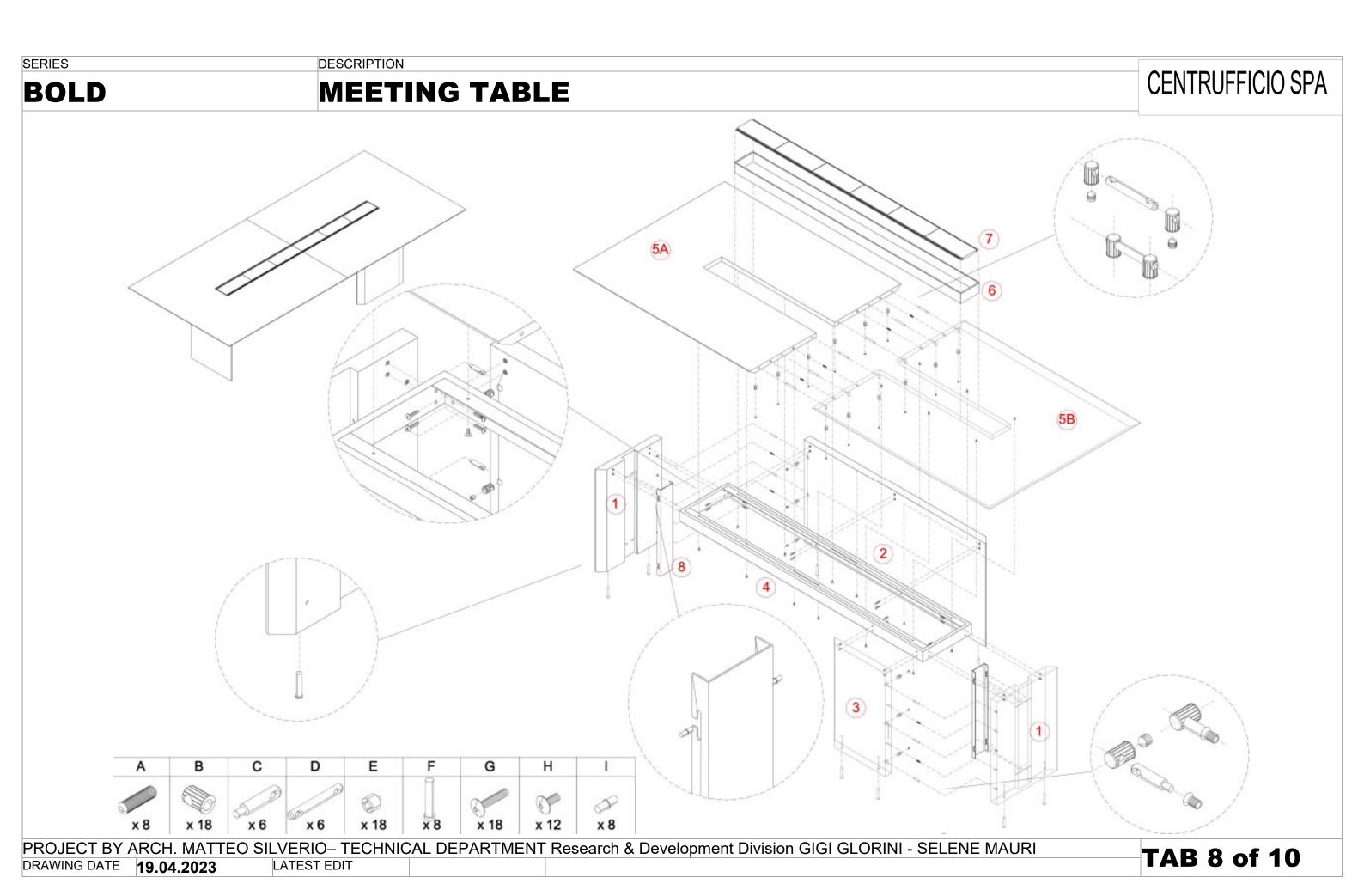
#### **BOLD: MEETING TABLE ASSEMBLY SETUP SEQUENCE**

Prepare the sides 1 and front pieces 2 and 3 for assembly:

- Insert the floor levelers F into the holes provided in the lower part of the load-bearing vertical elements, making sure that the adjustment hole in the leveler F coincides with that in the painted MDF element that will allow its adjustment
- Screw the threaded pins C into the sockets on the sides 1, taking care to verify that the hole in the pin is parallel to the vertical side of the side piece
- Insert the dowel pins A into the designated holes on the side 2
- Place the barrel nuts B in the appropriate holes on the front pieces 2 and 3, aligning the marks on the upper edge of the barrel nuts with the axis of the hole provided to accommodate the linear pin C
- Now proceed to assemble the sides 1 to the front pieces 2 and 3
  - Place the side 1 on the front 2 by inserting the pins C and dowel pins A correctly into the holes on the front piece 2: when finished, the pin C should be correctly housed inside the barrel nut B
  - Screw the joint B\*C tightly by means of a grub screw E
- Repeat the above steps to assemble the side 1 to the front 3
- Secure the frame 4 to the newly assembled elements (1+2 and 1+3) using screws G
- Place the half shelf SA on the frame 4.By means of screws H, secure it without tightening them
- Prepare the half shelves SA and SB for assembly:
  - Place the barrel nuts B in the appropriate holes on the lower side of the half shelf SA, aligning the marks on the upper edge of the barrel nuts with the axis of the hole provided to accommodate the double pin D
  - By means of grub screws H, tighten the B+D joining elements of the half shelf SA
  - Insert the dowel pins A into the designated holes on the half shelf SA
  - Place the barrel nuts B in the appropriate holes on the lower side of the half shelf SB, aligning the marks on the upper edge of the barrel nuts with the axis of the hole provided to accommodate the double pin D

- Put together the half shelves SA and SB and then assemble them to the underlying structural frame 4:
  - Lay the half shelf SB on the frame 4 and slide it toward the other half shelf SA until the two half shelves are fully pushed together, making sure that the dowel pins A and double pins D are also properly fitted in the half shelf SB
  - By means of grub screws E, secure the joining components B\*D also on the half shelf SB without tightening
  - Screw the half shelf SB onto the frame 4 with screws H, without tightening
  - Only after verifying that the two half shelves are perfectly aligned with each other, tighten all the joints between the two half shelves SA+SB and the fastening screws to the underlying frame 4
- Begin the final stage of assembly by preparing the horizontal and vertical wiring elements
  - Screw the plates 7 to the metal structure of the top access 6 using the sets of self-tapping screws provided in the packaging
  - Place the complete top access 6\*7 inside the hole on the top SA\*SB, anchor it to the tops using the appropriate set of screws also contained in the packaging.
  - Plug the casing support pins I into the holes on the edge of the vertical slots on the inner side of the side pieces 1
  - Bring the vertical metal casings 8 closer to the slots on the sides 1 and slide them down from top to bottom until the pins I inserted in the sides 1 enter the appropriate notches on the flaps of the vertical casings 8
- · Complete the assembly by performing the adjustment and leveling operations of the meeting table by adjusting the levelers F with a Ph2 screwdriver through the appropriate holes provided on the inner sides of the vertical elements 1/2/3

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### **COFFEE TABLE**

CENTRUFFICIO SPA

#### **BOLD: COFFEE TABLE ASSEMBLY SETUP SEQUENCE**

- Begin assembly by flipping the top 1 over onto a previously protected horizontal surface so as not to damage the exposed veneer surface, thus making the drilling and assembly preparations convenient
- Prepare the side 2 and the front piece 3 to be assembled with the top 1:
  - Screw the pins D into the sockets on the top 1, taking care that the notch indicating the direction of the pin is parallel to the short side of the top
  - Insert the dowel pin A into the hole on the top 1

Prepare the side 2 and front 3 for assembly:

- Screw the pins D into the sockets on the side 2, taking care to verify that the notch on the head of the pin is correctly aligned with the base of the side 2

Insert the dowel pin A into the hole on the side 2

- Insert the barrel nuts B into the holes on the side 3 taking care to verify that the notches indicating the correct position are aligned with the holes designed to accommodate the pins
- Insert the pins D and dowels A (present on the side 2) in the front 3, making the two elements fit together completely; when this operation is completed, the pins D should be correctly housed inside the barrel nuts B so that the joints B+D are ready to be tightened by means of grub screws C
- Proceed with tightening the joints B+D by means of grub screws C
- Now proceed to fasten the newly assembled elements (2+3) to the top 1
  - Turn the elements 2+3 upside down on the top 1 making sure that the pins D and the dowel pin A on the top 1 are correctly inserted in their housings
  - By means of grub screws C, proceed to tighten the joint B+D that secures the top 1 to the front 3
  - Place the metal bracket 4 in the corner recess between the top 1 and the side 2

By means of screws E, attach the metal bracket 4

- Continue assembly by fastening the metal base 5 to the elements 1+2+3 just assembled:
  - turn the base 5 upside down and place it on top of the side 2 and front 3 taking care to match the fixing holes of the plate with the sockets on elements 2 and 3
  - Using screws E, screw the base 5 onto the side 2 and front 3
  - Glue 4 adhesive felt pads F on the base plate S
- Finish the assembly by rotating the coffee table to a vertical position and locating it where required by the customer; do this by working safely with the help of a second person.

