



Robert Dunn

Procurement Consultant

Operating Supplies & Equipment (OS&E)

For New Hotel Projects and Resorts.

Jan 2019

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Leverage large amount of spend as well as product and supplier knowledge

Introduction to my services.

My name is Robert Dunn, I am an **independent procurement consultant**, specializing in pre-opening equipment (OS&E), for international hotel projects.

With over **twenty years** of **multi brand experience**, working on over one hundred projects, I offer a hands on, private procurement support service, tailored to the Clients' needs.

I act on behalf of the Client to help **save them time & money** and ensure that the hotel is equipped to international standards.

I focus on the overseas goods to be imported by the Client combining procurement, guidance on standards and preparation of OS&E lists.

In essence my service enables clients, to manage their own local procurement activities, with the support of an experienced specialist.

- **Where am I based?** EU (France & UK).
- **Unique selling feature. Web based service** allowing me work on multiple projects in *diverse* international locations.
- **Who is my service for?** International hotel operators, owners, developers & procurement companies.
- **Strategic partner** I often provide procurement services with a local strategic partner. e.g. Construction companies, logistics companies, local designers, FF&E companies, promoters and asset managers.
- **How do I charge?** Normally a fixed fee is agreed with Client.

Do not under estimate the diversity, complexity & quantity products required for a new hotel.

Procurement package (OS&E).

- **Equipment master lists of OS&E** with quantities (BOQs) and budgets.
- **Procurement services** - tender process, quotations & purchase recommendations.
- **Guidance on international hotel standards.**
- **Guidance on brands, suppliers and manufacturers.**
- **Online product and supplier showcase** presenting quality equipment to hotel owners and operators.
- **Special service for hotel operators and designers** includes equipment accessories and standards manual.

Strengths.

- Extensive multi brand hotel procurement experience within an international multi-cultural environment.
- Vast network of trusted pre-qualified international suppliers, manufacturers and specialists.
- Product expertise.
- Competitive international prices direct from manufacturers and suppliers.

Benefits.

- Client leverages large amount of spend as well as product and supplier knowledge.
- View and compare quality products in my online showcase.
- Consistent product brand standards.
- Structure & control for the procurement process.

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Products delivered on time, within budget, to correct spec.

Suppliers and manufacturers.

- Many products direct from international manufacturers.
- Most conform to ISO standards (9001 & 14001) & use western managed quality control systems.
- Proven history of successful projects.
- Commitment to sustainable production and consumption.

Global supplier network:

- China India
- UAE
- France Belgium
- Germany Holland
- Spain Portugal Italy
- UK Ireland



Product -Quality standards and brands.

- Conform to international five star hotel standards.
- Conform to fire, safety, health and hygiene and electrical standards BS EN ISO ANSI or local equivalent.
- Green in terms of water usage, energy efficiency, and recycling reusing.
- Balance of design, functionality and durability

Quality, value, reliability & service.

Competitive tendering.

Selection of suppliers and products is normally through **competitive tendering** ensuring best quality and value for money. Local project's needs, terms and conditions are met, including delivery & installation dates.

Prequalified suppliers are tendered to (normally 2-3 per main bid package).

Scope of purchases

Pre-opening equipment (OS&E) includes:

- Glassware,
- Chinaware
- Silverware
- Stackable furniture
- Kitchen Utensils
- Guestroom equipment
- Bedding & towels.
- Room service.
- Cleaning Supplies
- Guest Amenities
- Bathroom accessories
- Back of house.
- Engineering equipment
- Office equipment.
- Staff areas

- **Ad hoc FF&E** and main contract items.

Guidance on FF&E Manufacturers

Examples of past projects.

My clients include international hotel operators, purchasing agents, logistics companies, designers, construction companies, developers and hotel owners



- **Regent** Porto Montenegro
- **Viceroy** Dubai Palm Jumeirah

Hilton International

- Europe: Frankfurt, Berlin, Antwerp, Paris Roissy Paris La Defence.
- Middle East: Dubai
- Africa: Durban, Malabo, Algiers.
- Asia Pacific: Chennai Airport, Sonya Resort.

Novotel Lagos

Four Points Ikot

Le Meridien

- Malta, Kuala Lumpur, Medinah, Fujairah
- Port Harcourt
- Ibom Hotel and Golf Resort

Reduce risk, manage time, chase quality.

Set the standards, control the costs, deliver on time.