



Robert Dunn
Hotel Equipment Services

www.robertdunn.eu
Hotel Procurement Consultant.

For Hotel Projects.

Providing Procurement Support Services.

Operating Supplies & Equipment (OS&E).

www.robertdunn.eu

June 2022

Mobile/WhatsApp La Rochelle France +33 (0)6 27 33 61 30

Mobile Richmond UK + 44 (0)7749 262637

Skype robertmichaeldunn

For more information regarding my services email me at: robert@robertdunn.eu



Procurement Consultant (OS&E) for Hotel Projects

Services

I offer a procurement package, for all the operating equipment (OS&E), to open a new hotel. Helping owners save money and operators maintain and improve standards. Service includes:

For Hotel Owners.

- Procurement of Equipment (OS&E).
- Equipment Master lists, Quantities and budgets.
- Tender documents, analysis and recommendation of best deals.
- Plan (time, scope & budget).
- *Client places the orders and coordinates the logistics and installation.*

For Hotel Operators.

- Guidance on luxury products, brands & suppliers.
- Access to online showcase of product ideas.
- Guidance on and implementation of brand standards.
- Over 4000 items of hotel equipment (OS&E).
- **Best quality products** for every hotel department including: guestrooms, restaurants, bars, meeting rooms, conference rooms, banqueting, front of house, leisure areas, apartments, housekeeping, kitchen, engineering and offices.
- Direct from a global and network of suppliers.
- Local suppliers sourced.
- Environmentally friendly products.
- Local, domestic and regional sourcing.
- Significant savings available.

Introduction

Don't underestimate the complexity, diversity and quantity of equipment required for a new hotel. With many hundreds of hospitality websites offering thousands of products, it is a challenge, to find appropriate products.

I am a procurement consultant with nearly thirty years of multi-brand hotel project experience, offering a service that ensures quality products, conforming to international standards are delivered on time and within budget.

I focus on the overseas goods to be imported by Client. In essence my service enables clients, to manage their own local procurement activities, with the support of an experienced specialist.

5 star references include: **Hilton International**, Conrad, Le Meridien, Four Points, Five Hotels Dubai, Regent Hotels (IHG), *Marriott's* and Sheraton.

Past Projects are located in: Germany, UAE, Nigeria, UK, France, Germany, Montenegro, India, China, South Africa, Belgium, Turkey, KSA, Italy, Spain and Portugal.

Where am I based?

In UK & France.

I often work with local strategic partners like logistics companies, developers, designers, procurement agents or hotel operators.

Who is my service for?

International Hotel operators, owners, developers & procurement companies.

Recent projects are in UK, EU, Middle East and Africa.

Main suppliers in UK, EU, USA, South Africa, Turkey, UAE, Lebanon, Thailand, Indonesia, Australia, India, China

How do I charge? Normally a fixed fee is agreed with Client.

Project Examples (Over 30 years)

Marriott Hotels

- Four Points Nigeria (Ikot)
- Marriott's -Courtyard (Madrid)
- AC Hotels (Italy)
- Sheraton

Other Groups

- Novotel , Lagos
- Langham Hotels, London
- Umay Boutique Portugal (current)
- Dubai Palm Jumeirah (by Five Hotels)
- Intercontinental Hotel Group (IHG) Regent Hotels Montenegro (Luxury)
- Hilton Garden Inn ,Tropicana
- Hotel du Collectionneur Paris

Le Meridien- Project Examples

- Ibom Golf Resort(Nigeria)-FF&E/OS&E Supply & Consultancy Work
- Malta OS&E Supply and Consultancy Work
- Medinah OS&E Consultancy Work
- Kuala Lumpur OS&E Consultancy Work,
- Port Harcourt(Nigeria) OS&E Supply and Consultancy Work

Hilton International- Project Examples

- Sierra Leone (current)
- Chennai Hilton India- OSE Procurement, FF&E Support
- Malabo Hilton Equatorial Guinea- OSE Procurement
- Hilton Wangfujing Beijing- OS&E Consultancy
- Hilton Namhae(S Korea) Golf Resort OS&E Consultancy
- Conrad Algarve.
- Sanya Resort and Spa Hilton OS&E Consultancy
- Phuket Conrad OS&E Consultancy
- Tokyo Conrad OS&E Consultancy
- Bali Conrad OS&E Consultancy
- Algiers Supply and OS&E Procurement
- Frankfurt FF&E OS&E Consultancy
- Warsaw FF&E OS&E Consultancy
- Antwerp OS&E Procurement
- Langham London FF&E OS&E Procurement
- Sandton(South Africa) OS&E Consultancy ,
- Bucharest FF&E OS&E Supply and Consultancy ,
- Paris CDG FF&E OS&E Procurement on site co-ordination ,
- Paris La Defence FF&E-Guestrooms only
- Paris Champs Elysee OS&E Consultancy
- Copenhagen FF&E OS&E Consultancy
- Hanoi OS&E Consultancy,
- Durban OS&E Consultancy

Sierra Leone Hilton (opening 2022)

Services Provided:

Procurement of OS&E working with Hilton head office in Dubai and the developer in London and Freetown.



Luxury Eco boutique hotel in Portugal. (Opening 2022)

Services :

Procurement of OS&E working with the owners and developer in Portugal.



Palm Jumeirah Hotel by Five Hotels-Dubai (completed 2017/2018)

Client Brief:

To procure the operating equipment for this “life style” luxury hotel. Over 500 bedrooms, 200 apartments and 16 outlets and beach.



Regent Montenegro – (Intercontinental Hotels)

Client Brief:

To procure the operating equipment for this “life style” luxury hotel with marina.

Services Provided:

Sourcing customised products in Bali and Thailand as well as branded operating equipment from European manufacturers.

Regent
PORTO MONTENEGRO



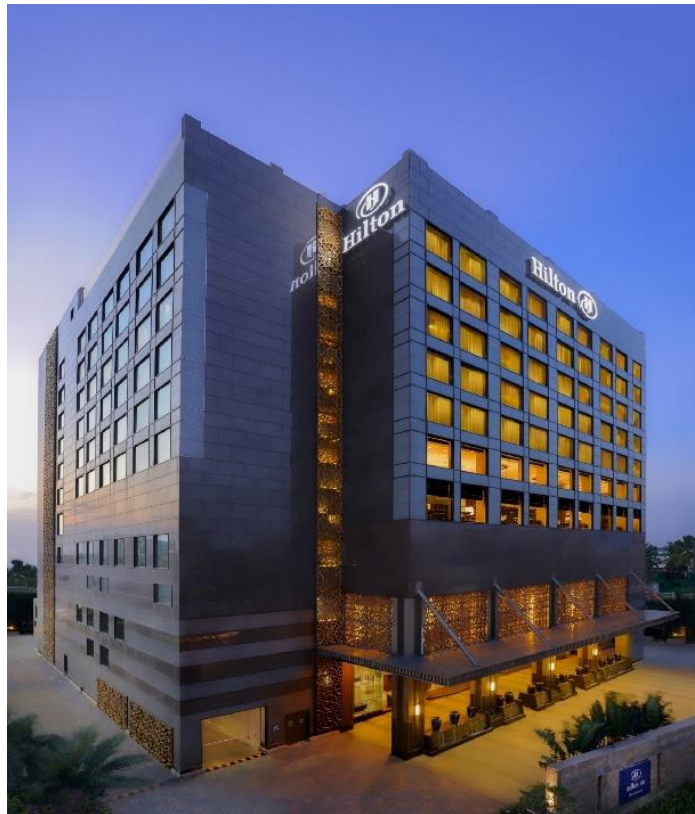
Hilton Chennai India

Client Brief:

To specify all the operating equipment for this Hilton Resort.

Services Provided:

Procurement of the OS&E and FF&E



Principles

- Complete Client confidentiality.
- No hidden costs or commissions from suppliers.
- Commitment to safety, quality and value.

Strengths.

- Extensive multi brand hotel procurement experience within an international multicultural environment.
- References include Hilton International, Conrad, Viceroy Hotels, Starwood, Regent Hotels, Le Meridien, Jumeirah, AC Hotels and Marriott.
- Vast network (over 500) of trusted pre-qualified international suppliers, manufacturers and specialists.
- Product and brand expertise.
- Web based service.

Benefits.

- Competitive international prices direct from pre-qualified manufacturers and suppliers.
- Significant savings available for large projects.
- Client leverages product and supplier knowledge not found in a non-specialist procurement department.
- Hotel operators ensure consistent product brand standards.
- Personalized and private service.
- Apply structure and control to the procurement process

About Suppliers and Manufacturers.

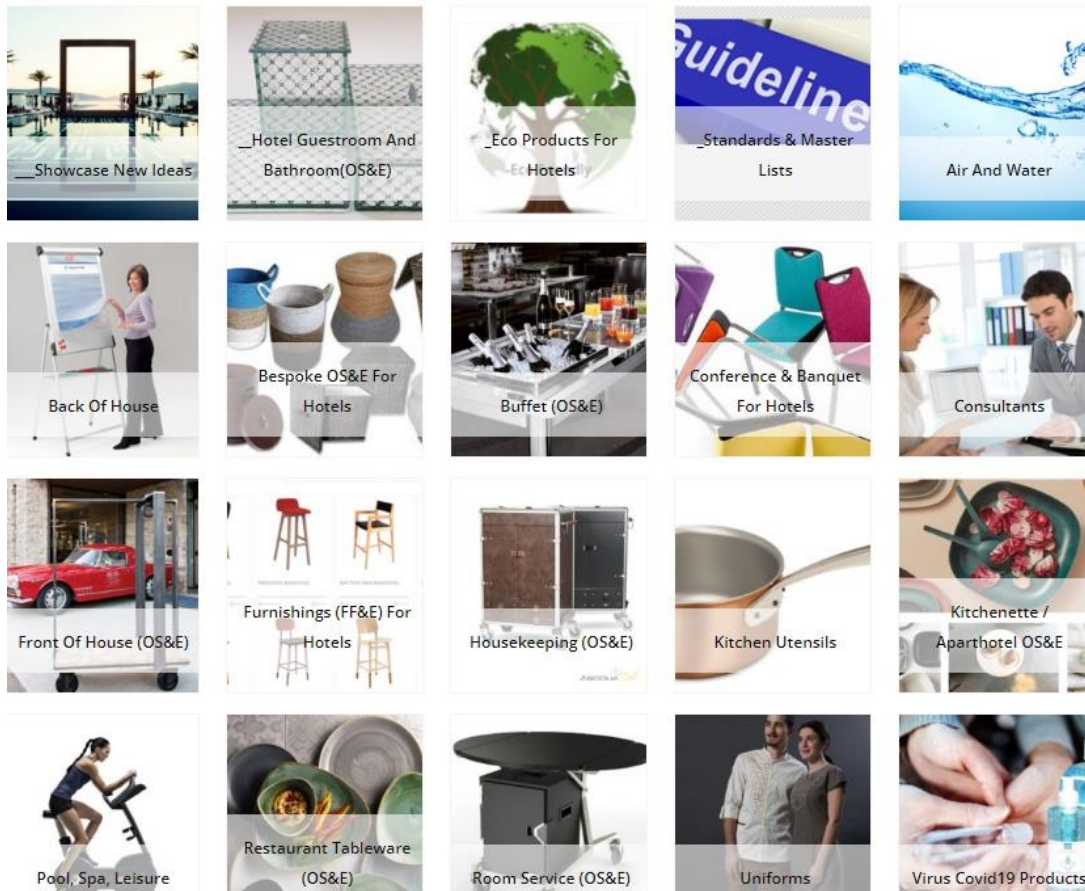
- Provide high-quality, cost competitive products.
- Reliable services.
- Green in manufacturing process in terms of water usage, energy efficiency, sustainability of materials and effect on environment.
- Most conform to ISO standards (9001 & 14001) & use western managed quality control systems.
- Proven history of successful five star projects.

About Products and Brands.

- Many products are direct from international manufacturers.
- Conform to operator's brand and product standards.
- Conform to international five star hotel standards.
- Conform to local & national standards, codes and regulations.
- 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

Online Showcase of Product Standards and Brands for 5 Star Hotels

Creation of moodboards



Green Ideas



I source green products whenever possible which will help in sustainable hotel development.

Service for Hotel Operators

- Guidance on corporate product standards and products manual.
- Volume price negotiations for key products.
- Procurement support for new projects.

Preparation of Hotel Equipment Master lists (OS&E)

- Preparation of equipment (OS&E) lists (over 4000 items) with quantities.
- Guidance on brands, suppliers & manufacturers. Over 500 suppliers and manufacturers at our disposal offering factory prices ensuring best value for money.
- Lists tailored to the hotel operator's brand standards and quantity coefficients.
- Corresponding to hotel's area configuration.
- Guidelines on product standards.
- Lists sorted by hotel department.
- With par coefficients, quantities and generic descriptions.
- Preliminary budgets.
- Ensure operators brand and supplier requirements are met.

Procurement Support for New Hotel Projects.

Service for those items imported by Client.

- Master lists.
- BOQs by product category.
- Time management; Scope; Budgets; Procedures.
- Tender process analysis, negotiations and quotations.
- Purchase recommendations. (orders by Client)
- Hotel operations can use my Online Showcase of Product Standards to identify products to be included in tender process.
- Guidance on FF&E manufacturers.
- Coordination of samples.

Competitive tendering

- The selection of suppliers & products is normally through competitive tendering ensuring best quality and value for money.
- Local projects' needs, terms and conditions are met, including delivery & installation dates.
- Prequalified suppliers are agreed with Client (normally 2 or 3 per main bid package). If project is to be fast-tracked (opening in less than 12 months) then single sourcing may be required.
- The Client's and or Operator's own suppliers are included in the tender process.

By Client

- Sends out tenders.
- Supplier payments-advance and pre shipment.
- Places purchase orders.
- Pays invoices.
- Logistics.

By Local Logistics Company through Clients' Freight Forwarder

- Co-ordination of - logistics from supplier to hotel, local importation and customs clearance.
- Some local purchases.
- Liaise with hotel.
- Local logistics
- Sample presentations
- Receipt at warehouse and hotel

By Hotel

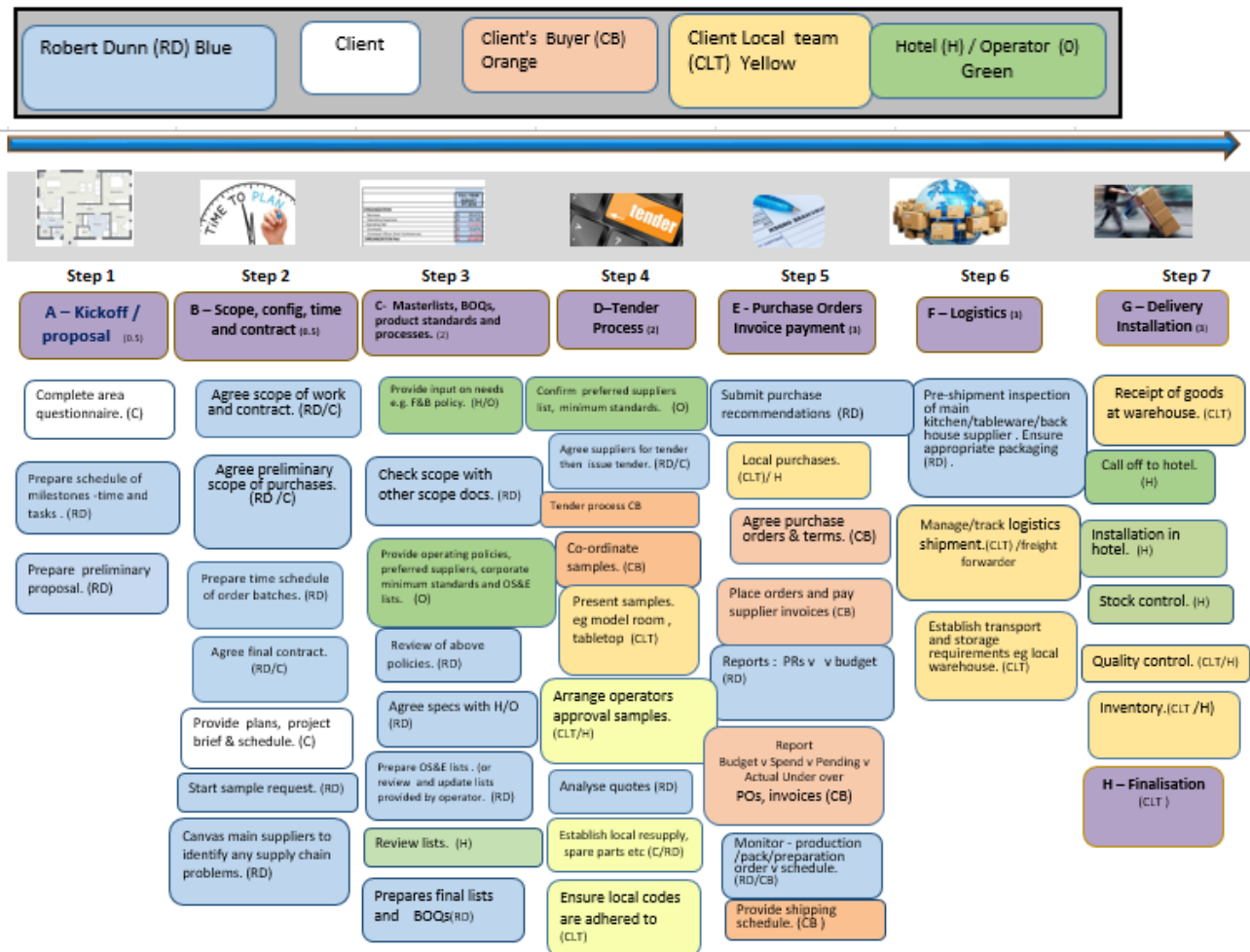
- Approval of samples.
- Receipt at hotel. Check quality.
- Place items in rooms.
- Stock control.

OS&E Procurement Process

Who does what?

I work with the Clients' local team and focus on the goods to be imported while the Clients' team manages logistics and local activities. (See scope below). In essence my service enables clients, to manage their own local procurement activities, with the support of an experienced specialist.

OS&E Procurement Schedule -(Time, Tasks, Participants) For discussion purposes



End of presentation

