



SCENT SYSTEM SOP	
<b>Project:</b>	Application for location of scent machines with corporate scent. Properties will have to check how many machines they need.
<b>Supplier:</b>	Fiolas (F) <a href="https://fiolas.com/en/">https://fiolas.com/en/</a>
<b>Supplier Origin:</b>	Turkey
<b>Languages available for support &amp; platform:</b>	Turkish and English
<b>Supplier Main Contact:</b>	Demircan E: demircan@fiolas.com T: +90 538 272 75 83 Istanbul, Turkey
<b>Customer Service Rep:</b>	Support in implementation of the service, across the different Hotels and zones.
<b>Country Purchasing Manager:</b>	Applicable per country basis. Every Purchasing Manager will gather all hotels needs and will place the order through Global Purchasing Department.
<b>MPH Global Procurement Lead:</b>	Carmen Beotas E: <a href="mailto:carmen.beotas@mphotels.com">carmen.beotas@mphotels.com</a> T: +90 549 808 69 53 Istanbul, Turkey



<b>Actions to be taken by Properties:</b>		<ul style="list-style-type: none"> <li>- Contact your Country Purchasing Manager</li> <li>- Share your scent machines needs regarding locations of each property. Please keep in mind one machine covers area of 350 m2 with ceiling of 5 meters. Also keep in mind for spas only LA BRISE Spa would have scent machines. These machines would be small size.</li> <li>- Share the device needs. Per Global needs, supplier will check and proceed with country level CFO approval for the device investment</li> <li>- Identify person in-charge for the installation in each property</li> </ul>	
<b>Project applicable to:</b>		All the MP Hotels countries <b>Where? Only in the lobby/reception areas. The number of machines will be approved by Management</b>	
<b>Contract Details:</b>		<ul style="list-style-type: none"> <li>-6 years contract</li> <li>-Each property must sign a contract with Fiolas</li> <li>-Fiolas shall invoice the properties directly</li> <li>-Number scent machines within the property shall be defined by local management and a list of locations shall be shared with Global Purchasing Lead.</li> <li>-2 years package price:             <ul style="list-style-type: none"> <li>Scent machine + 24 scent bottles (one scent bottle per month)</li> <li>Price: 748Euro+ VAT + transportation</li> <li>2 years package included 24 scent bottles 748 Euro +transportation +VAT</li> <li>For the hotel operating 6 months a year : 2 years package included 12 scent bottles 508 Euro +transportation +VAT</li> <li>Additional scent bottle: 20 Euro + transportation +VAT</li> </ul> </li> </ul>	
<b>Contract Start Date:</b>		March 2019	
<b>Contract end Date:</b>		28 February 2026	
<b>Contract Renewal Reminder Date:</b>			
<b>Contract: (Review and fill accordingly)</b>			
<b>Other supplier info:</b>			
<b>Contract Type:</b>	<b>x</b>	New contract on MPH required terms	Modification of existing contract
		Renewal of existing contract	Main MSA is in place
<b>Contract Terms:</b>		MPH Standard Template (Not amended)	MPH Standard Template (Amended)
		Third Party Terms	Other doc. developed by Country Legal
<b>Key Benefits to MPH</b>		Savings, improved payment term, please detail: Saving and Cost Avoidance Calculations will be send after receiving # of location details	
		Service Delivery Improvements, please detail: More economical option	
		Risk Minimisation. If selected, please detail:	



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**ALL ORIGINAL PROCUREMENT CONTRACTS MUST BE FILED BY THE ARCHIVE DEPT. IN GLOBAL or COUNTRY EXECUTIVE OFFICES.**

**PLEASE SCAN AND EMAIL A COPY OF CONTRACT TO GLOBAL PURCHASING DEPARTMENT**