



SWEET BED TOOLKIT

JANUARY 2026



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BACKGROUND

A good night's sleep is the start of action. It's where ambition is restored, energy is renewed, and the drive to Go get tomorrow begins.

At ibis *budget*, we know that a comfortable bed is essential to every traveler's experience. That's why our bedding is designed to ensure a consistent, high-quality sleep, offering you the perfect basecamp to rest, all over the world.

With a dense mattress, soft topper, and truly comfortable duvet and pillows, our bedding offers an experience where convenience and comfort are guaranteed – whether you are near or far from home.

When you stay with ibis *budget*, you can expect welcoming, trustworthy spaces that make you feel at home, where every sleep helps you recharge your batteries to Go get it.

GOALS OF RFP

FOR BRAND

Ensure Brand Standards compliance on product life cycle & to simplify specs

FOR OWNERS

Achieve cost neutrality or savings for improved products

FOR TEAM MEMBERS

Maintain operational efficiency

FOR GUESTS

Elevate comfort and sleep experience

RFP SCOPE

SOFT BEDDING

Duvet

Pillow + Protector

HARD BEDDING

Bed Base

Mattress + Topper

Protector

*Linen RFP project in 2026

KEY TIMINGS & NEXT STEPS

1

REVIEW THE BRAND STANDARD

Carefully review brand bedding standards to ensure consistency, alignment, and compliance across all rooms.

2

AUDIT CURRENT INVENTORY

Conduct a detailed audit of current bedding inventory to assess, condition, and availability.

3

ENGAGE KEY TEAMS

Engage Housekeeping, Operations early to ensure smooth coordination and clear responsibilities.

4

IDENTIFY REPLACEMENT NEEDS

Identify bedding replacement needs based bedding compliance and lifecycle.

5

CHOOSE YOUR SUPPLIER

By requesting regional procurement support.

Bedding ordering guide tool to come.

6

COORDINATE WITH CHOSEN SUPPLIERS

Order beds.

7

PLAN DELIVERY & ROTATION

Plan delivery and rotation schedules to minimize disruption, optimize usage, and maintain guest satisfaction.

IBIS *BUDGET* BED SPECIFICATIONS

MAIN CHANGES



See the 'New Bedding Visuals' section for images of the updated bedding items.

[Finishing details available here](#)

BEDDING MATRIX



**BED BASE &
MATTRESS + TOPPER**



DUVET



**RECTANGULAR
PILLOWS**

STANDARD

SINGLE bed
90 x 200 cm

90cm x 200cm
(80-100 x 190-200)

160cm x 220cm

50cm x **75cm X 1**

DOUBLE bed
150 x 200 cm

150cm x 200cm
(140-160 x 190-210)

240cm x 220cm
(200 x 220)*

50cm x **75cm X 2**

ALSO AVAILABLE**

KING SIZE bed
180 x 200 cm

180cm x 200cm
(180-200 x 190-210)

260cm x 240cm

50cm x **75cm X 2**

*this existing duvet size can still be used, unless a linen change is planned

**Additional sizes will be available

LINEN SPECIFICATIONS

1 **BED LINEN** - Applicable for flat sheet, duvet cover

- Plain white or satin stripe
- 70% cotton / 30% polyester
- 125gsm / 200 thread count
- Bed linen sizes should be based on size of mattress, duvet and pillows

2 **PILLOW PROTECTOR**

- Zipped or Housewife style
- Polycotton White Percale (60% Cotton / 40% Polyester)

3 **MATTRESS PROTECTOR**

- Polycotton White Percale cover 200 Thread count
- 50% Cotton / 50% Polyester
- PU Waterproof reverse
- 150gsm Polyester fiber filling
- Diamond stitch design
- Fitted elasticated skirt

BED LIFTS



The **bed lift** is a **metal structure installed under the bedding**, for **raising / lowering it** to facilitate **bed making & cleaning**, and **prevent musculoskeletal disorders**.

If your hotel is **equipped with bed lifts** or if you would like to **equip it**, please find below some information you should know.

Further information available:
by clicking [here](#) to go direct on Astore or [here](#) if you need help

2 TYPES OF BED LIFT

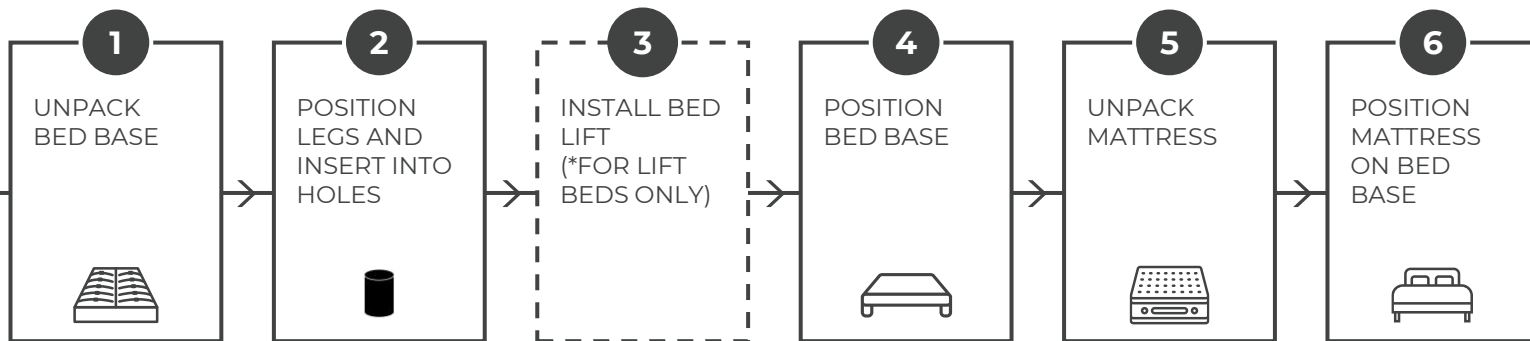
DISTRIBUTION	GENERATION	FEATURES
Before 2014	Old generation –Grey in colour	Foot or manual release Standard lift height
After 2014	New generation –Black in colour	Foot, manual or remote control release Adjustable lift height

COMPATIBILITIES

Bed Base	2 types of bed lifts are compatible with all types of bed bases, both current and new ones
Bed feet	New-generation bed lifts require a minimum feet height of 21 cm (can be requested from the hard bedding supplier)

BED & MATTRESS **SET UP**

GENERAL GUIDANCE



[MORE INSTRUCTIONS PER SUPPLIER](#) ➤

BED-MAKING STANDARD

① PILLOWS

- 2 firm pillows with pillow protectors
- 1 extra pillow as a minimum is provided in the wardrobe (can be soft of firm)

② DUVET

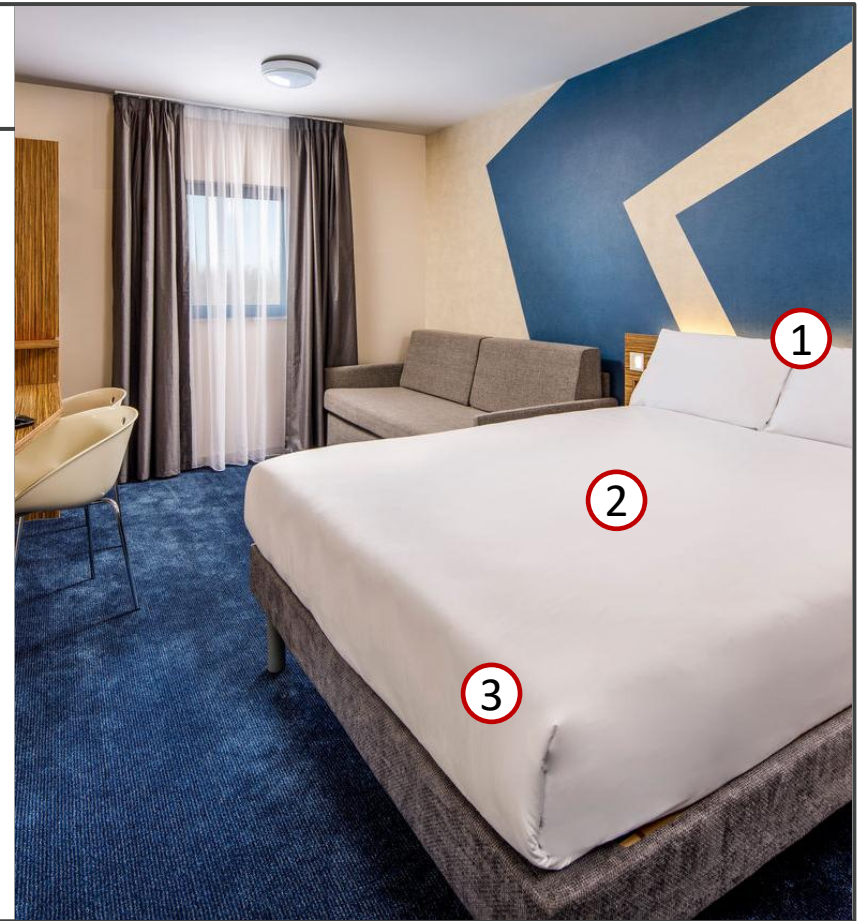
- Duvet tucked under the foot of the bed and on the sides

③ TOPPER

- Topper on mattress for extra comfort
- Use mattress protector to safeguard both mattress and topper



NO DECORATIVE THROWS / CUSHIONS



HARD BEDDING **SUPPLIER PANEL**

ENA

SUPPLIER

MANUFACTURING SITES

COVERAGE ZONES



Groupe
Cofel

France

ENA



Belgium, Poland, Spain, Croatia,
Italy

ENA



Thiriez

France

France



Portugal

ENA



Turkey

Turkey, Eastern Europe and CIS



France

ENA



Top Brass

UK

UK

For further information please contact [your local teams](#)

[More information about suppliers here](#)

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SOFT BEDDING **SUPPLIER PANEL**

ENA

SUPPLIER

**MANUFACTURING
SITES**

**WAREHOUSE
LOCATIONS**

**COVERAGE
ZONES**

 Welspun[®]

China

Germany & UK

ENA

 VISION

China

Netherlands & UK

ENA

 edona
PAR LA COMPAGNIE DUMAS

France

France

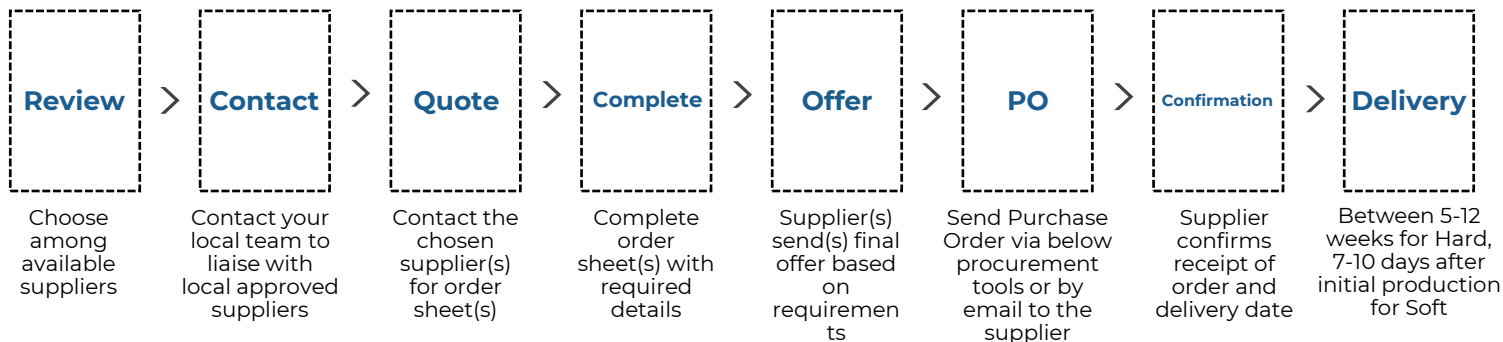
ONLY FRANCE

For further information please contact [your local teams](#)

PURCHASING PROCESS

HARD & SOFT BEDDING

Current Process: Offline



SOFT BEDDING

Future Process: Online, in addition to the offline process

ASTORE SHOP

[Contact your Local team](#) for support

IN-HOTEL OPERATIONAL TRACKING

We are introducing a new optional tool to facilitate bedding tracking.

This tool will provide real-time visibility into inventory and bedding conditions, ensuring that our high standards are consistently maintained. Key benefits include optimizing efficiency in the room allocation process for front-of-house teams, helping housekeeping teams reduce guest wait times, and ensuring a seamless check-in experience — ultimately enhancing overall service quality and the in-room experience.



FACILITATE BEDDING STATE TRACKING

Gain an accurate view of bedding condition by floor and by room.



IMPROVE ROOM ALLOCATION FOR FRONT OF HOUSE TEAM

Build operational efficiency to dedicate more time to guests.

Guidelines to help you to use the document

A tracking tool of the state of your bedding

An automatic report

Link to the Accor document for operational tracking is available [here](#)

HARD BEDDING **CLEANING & CARE**



BED BASE

CLEANING

Use a **soft brush** or a **vacuum cleaner**, don't use liquids or cleaning agents.

CARE

If you have **metal linking system**, connect them **carefully** to avoid damage

Use the **grip** for ergonomic handling of the box



MATTRESS

CLEANING

Use a **soft brush** or a **vacuum cleaner**, don't use liquids or cleaning agents.

CARE

Turning label contains instructions to turn the mattress each quarter of the year, for reasons of hygiene and life span.

If you have **Zip & Link mattresses**, make sure that both zippers (upper and lower) are well connected.

**MORE
DETAILS**



SOFT BEDDING **CLEANING & CARE**

INSTRUCTIONS

MACHINERY

Use washer extractors for your laundry

LOADING MACHINE

Load up to 50% of rated capacity

WASHING FREQUENCY

Laundry only if goods become soiled
→ Synthetic fill less likely to sustain bacteria growth

**MORE
DETAILS**



CLEANING

1

Use correct amount of **detergents**

2

Wash #1 (4min - mid dip level, 38°C)
Wash #2 (8min - low dip level, 40°C)

3

Drain

4

Rinse #1 (3min high dip level)
Interspin (1min)
Rinse #2 (same rinse #1)

5

For mattress protectors:
3rd round of drain & rinse

6

Drain & final extract
(6min spin at high speed)

DRYING

- **Load to 50% of rated capacity** to prevent crushing the filling
- **Dry on low/ polyester temperature setting**
- Use correct type of **emulsifiers** to remove all oil & grease remains

BEDDING END OF LIFE DISPOSAL OPTIONS

You've just ordered new soft or hard bedding, now is the time to **dispose your old bedding**

Remember, **donate is always better than recycling!**
And everything is better than garbage!

MAXIMUM AGE FOR RENEWAL



BEDDING END OF LIFE OPTIONS



DUVET

2 YEARS

For synthetic soft bedding



PILLOWS

5 YEARS

For natural soft bedding



TOPPER



MATTRESS

10 YEARS*

For hard bedding



BED BASE

**Bed base & mattress have a lifecycle of 7 years, so between 7 to 10 years: hotels must establish a formalized investment plan to ensure effective replacement no later than 10 full years.*



1. FOLLOW GUIDELINES

Please proceed with the disposal of your bedding by following the guidelines provided via the link below

[Click here](#)



2. SHARE BEST PRACTICES

Once your bedding has been disposed of, please complete this file to help other hotels with this process

[Click here](#)



COMPLIANCE RULES & REPORTING

COMPLIANCY RULES

Renewal guidelines
in **Brand Standards**

Pillow, duvet, topper
Renewal every **2 years** for
synthetic & **5 years** for natural

Bed base & mattress
Lifecycle **7 years**,
7 to 10 years: formalized an investment
plan to ensure effective replacement no
later than 10 full years

→ **Mandatory to
order from
approved suppliers**



2 WAYS TO CHECK RULES ARE APPLIED

BRAND AUDITS
Compliance check by Ecosure

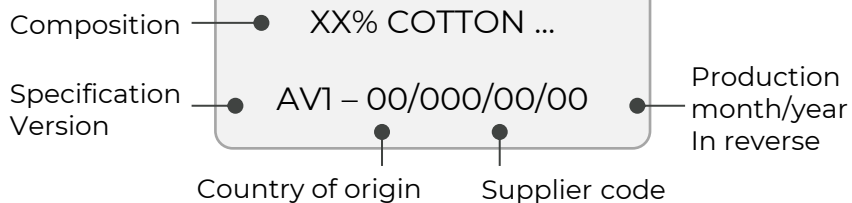
PRODUCT MODERNITY TRACKING TOOL
Mandatory to update Bedding age yearly



**In case of bedding non-compliance
Action plan to define in collaboration with VPO**

BRAND STANDARDS AUDIT **LABEL & TAGS**

LABELS



STANDARDS ON BEDDING PRODUCTS

The bed base and mattress must comply with the Brand approved specification in the bedding guidelines. All hard bedding must be replaced every 7 years and the replacement of a mattress and bed base must happen at the same time. They must comply with the bedding guidelines and be sourced from an Accor-approved supplier.

The bed must have duvet and pillows complying with the Brand approved specification. The duvet and pillows must be replaced every 2 years. They must comply with the bedding guidelines and be sourced from an Accor-approved supplier. - Double bed must have 2 pillows - Single bed must have 1 pillows.

ADVANTAGES

- **Auditable:** all information needed to confirm bedding compliancy
- **Standardization:** same label for hard & soft bedding, across the brands
- **Anonymized:** no Accor logo, allowing all disposal options (NGOs donation, ...)

TAGS

- **Quality marker** for Eco brands
- **Sticked to the bed base**
- **Can be removed** for disposal



Old tag

New tag coming by 2026 with new Sweet Bed logo

In the meantime:

- Keep your old tag if you have already one
- Do not purchase the old tag – no tag on the new bedding is fine



REMINDER

Update your product age on the modernity tracker

SWEET BED **LOGO**

New Logos

A refresh Sweet Bed logo is available in 3 versions that you can already use for internal and external communication.

The new tag will be available and ready to use by 2026.

More assets will roll out in 2026 to showcase the Sweet Bed's superiority to guests.



[Access Sweet Bed logo files](#) 

NEW VISUALS **SOFT BEDDING**



Standard Duvet



Light Duvet



Firm Pillows



Pillow Protector

NEW VISUALS **HARD BEDDING**



Bed Base



Mattress



Feet



Topper



Mattress Protector



Feet

NEW VISUAL **FULL BED**



ANY QUESTIONS ?

Do not hesitate to consult the dedicated FAQ



THANK YOU