

Date: Tuesday, 26th March 2024
Our Ref: MB/CM FOI 6221

Sid Watkins Building
Lower Lane
Fazakerley
Liverpool L9 7BB
Tel: 01515253611
Fax: 01515295500
Direct Line: 01515563038

Re: Freedom of Information Request FOI 6221

We are writing in response to your request submitted under the Freedom of Information Act, received in this office on 11th March 2024.

Your request was as follows:

I am writing to make an information request under the provisions of the Freedom of Information Act 2000. I would be grateful if the Authority could provide the following information in relation to any Managed Print and Reprographic Services:

Details of Current Contracts:

Please can you provide details of current contracts for Managed Print Services and Reprographic Services? Specifically, I am interested in:

- The start and end dates of these contracts.
- The annual value of each contract.
- The names of the service providers involved.
- Are there any extension clauses in these contracts, if so how long?

Procurement Process:

What process was used for the procurement of these services (e.g., open tender, direct award)?

Where any frameworks used for the procurement? If so, which ones?

Service Specifications:

What are the key performance indicators (KPIs) and service level agreements (SLAs) outlined in these contracts?

How does the Authority evaluate the performance of these services?

Environmental Impact Considerations:

Does the Authority have any policies or criteria in these contracts related to environmental sustainability or carbon footprint reduction?

Expenditure and Usage Data:

Can you provide a summary of expenditure on Managed Print Services and Reprographic Services for the last two financial years?

Additionally, could you provide any available data on the volume of printing and reprographic services utilised during the same period?

Please can you provide numbers and a breakdown summary of current devices in use, i.e A3/A4, colour/mono etc?
If you could also please provide the best contact for the running of these services, that would be very much appreciated.

I can confirm that the Walton Centre NHS Foundation Trust do not have any contracts for Managed Print Services and Reprographic Services.

Please see our response above in [blue](#).

Re-Use of Public Sector Information

All information supplied by the Trust in answering a request for information (RFI) under the Freedom of Information Act 2000 will be subject to the terms of the Re-use of Public Sector Information Regulations 2005, Statutory Instrument 2005 No. 1515 which came into effect on 1st July 2005.

Under the terms of the Regulations, the Trust will licence the re-use of any or all information supplied if being used in a form and for the purpose other than which it was originally supplied. This license for re-use will be in line with the requirements of the Regulations and the licensing terms and fees as laid down by the Office of Public Sector Information (OPSI). Most licenses will be free; however the Trust reserves the right, in certain circumstances, to charge a fee for the re-use of some information which it deems to be of commercial value.

Further information can be found at www.opsi.gov.uk where a sample license terms and fees can be found with guidance on copyright and publishing notes and a Guide to Best Practice and regulated advice and case studies, at www.opsi.gov.uk/advice/psi-regulations/index.htm

If you are dissatisfied with the handling of your request, you have the right to ask for an internal review. Internal review requests should be submitted within two months of the date of receipt of the response to your original letter and should be addressed to the Freedom of Information Office at the address above.

Please remember to quote the reference number, FOI 6221 in any future communications.

If you are not content with the outcome of the internal review, you have the right to apply directly to the Information Commissioner for a decision. The Information Commissioner can be contacted by:

Post: Information Commissioners Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF.

Online: <https://ico.org.uk/make-a-complaint/foi-and-eir-complaints/>

Telephone: 0303 123 1113

Yours sincerely

Mike Burns

Mr. Mike Burns, Executive Lead for Freedom of Information