

Freedom of Information Request

Ref: 23-526

11 August 2023

By Email

Dear Sir/Madam

Thank you for your request for information under the Freedom of Information Act 2000. The Trust's response is as follows:

- We can confirm that we do hold the information you are requesting

1. Please state the number of printing devices currently in use within the Service; including MFDs, single function printers, photocopiers and print room devices and how long these agreements are for in years and when the next review will be?

The Trust is currently in the process of transitioning from the current print solution to a new Managed Print solution which shall encompass desktop print devices.

2. What percentage of your fleet of MFds/printers is in colour vs mono and what are the models in use?

The Trust is currently in the process of transitioning from the current print solution to a new Managed Print solution which shall encompass desktop print devices.

3. In terms of usage, what is your monthly page volumes for both mono & colour?

We can only provide this data for MFDs. Approximately 13 million clicks per annum, around 95% of which is mono printing.

4. Who are the main manufacturers or resellers for the MFDs/photocopiers/printers/Print production devices in use at the service?

Vision

5. Who are the main supplier(s) of printer consumables (Toner, spares, etc)?

Vision.

6. Who is your preferred channel partner, if any for supply of PCs and laptops, and how many of each does the service currently have in use, and when do you expect to review any of these to be replaced?

Misco/Phoenix/Dell/CDW. 12,500 devices, 20% replaced each year

7. What is the approximate spend on printers, photocopying agreements, rental or lease agreement and/or rentals and service charges during the last financial year?

Approximately £300-350k per annum.

8. What is the length of the MFD, stand alone printers and print room device contracts in place

Five years.

and can you confirm these are Financial Operating agreements?

This is commercially sensitive information and will not be shared at an organisational level.

Section 43 of the FOI Act provides that information is exempt if its disclosure would, or would be likely to prejudice the commercial interests of any person. Therefore we are withholding this information at this time.

9. What are the start and end dates for all printers/MFDs/Print room contracts within your organisation?

We have just agreed a new service contract with Vision.

10. Which procurement route or framework was used to procure this solution and what Framework would the service expect to use next?

A further competition tender process using CCS framework RM6174 Lot 3 has recently concluded.

11. The named person and their role in your organisation who is in charge of the procurement for printing and any managed print or IT contracts?

Print and Programme Manager for the Trust and Senior Purchasing Specialist, Bristol and Weston Purchasing Consortium.

12. Does the service use any Print Management software, if yes, please confirm the product name, who supplies it and when does the current contract or licencing end?

Print management software (Uniflow) will be part of the new service provision.

13. Who supplies your current CCTV services across the Service and when will you next review, and who is the lead contact please?

Scutum UK Ltd, December 2023. Head of Security.

14. Please can you confirm the number of Adobe or other PDF software solution licences being used across the business?

60

15. Does the service currently use any Audio Visual/LED/LCD displays, interactive touch screen or Teams meeting room hybrid video conference facilities, and if yes, please can you confirm the number of devices, manufacturer, and any term of agreement in place for rental/lease and any maintenance agreements in use and the end

date?

Please note, the Trust does not hold the data in a format that would enable us to fully respond to your request to the level of detail required and a manual trawl for this information would significantly exceed the 18 hours limit set down by the FOI as the reasonable limit. Section 12 of the FOIA provides that we are not obliged to spend in excess of 18 hours in any sixty-day period locating, retrieving and identifying information in order to deal with a request for information and therefore we are withholding this information at this time.

16. Who does the service use for all office supplies, (paper, stationary, inkjet/laser cartridges etc) and please can you advise on the average annual spend across the service?

Inkjet/laser: UK Laser and Thomas Stoner, approximately £250K per year

Paper/stationery: LG Davies, Springfield, Midco, Jones & Brooks, approximately £800,000 per year.

This concludes our response. We trust that you find this helpful, but please do not hesitate to contact us directly if we can be of any further assistance.

If, after that, 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:

Data Protection Officer
University Hospitals Bristol and Weston NHS Foundation Trust
Trust Headquarters
Marlborough Street
Bristol
BS1 3NU

Please remember to quote the reference number above 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 at: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF

Publication

Please note that this letter and the information included/attached will be published on our website as part of the Trust's Freedom of Information Publication Log. This is because information disclosed in accordance with the Freedom of Information Act is disclosed to the public, not just to the individual making the request. We will remove any personal information (such as your name, email and so on) from any information we make public to protect your personal information.

To view the Freedom of Information Act in full please click [here](#).

Yours sincerely

Freedom of Information Team
University Hospitals Bristol and Weston NHS Foundation Trust