

**Freedom of Information Request**

**Ref: 22-068**

1 March 2022

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

**I am interested in gaining the following information regarding the Trust Procurement of pre-printed stationery, that is NOT produced within the Trust.**

**1. What is the annual spend on printed stationery for the organization?**

The Trust has spent an average of £187,757.00 per year.

**2. Under which OJEU/Framework contract reference is the trust currently operating under for stock and ad-hoc printing services and what is the value of each contract?**

There is currently no contracted supplier for Printed Stationery.

**3. When was the contract awarded, and for what period of time?**

There is currently no contracted supplier for Printed Stationery.

**4. Is stock held by a 3rd party? If yes, what value of stock is being held by the 3rd party supplier?**

There is currently no contracted supplier for Printed Stationery.

**5. Who is the current contracted supplier?**

There is currently no contracted supplier for Printed Stationery.

**6. How long has the current contractor been the main supplier of printed stationery for the Trust?**

There is currently no contracted supplier for Printed Stationery.

**7. Does the Trust have a Communication's Department? If so, please can you advise the contact details?**

Yes it does. The main contact email is [communications@uhbw.nhs.uk](mailto:communications@uhbw.nhs.uk)

**8. For further conversation, who is the main contact within the trust to discuss ongoing print contracts?**

Procurement@nbt.nhs.uk

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:

Director of Corporate Governance  
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**