

Freedom of Information Request

Ref: 24-171

22 March 2024

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. What services are included in the contract(s)? (e.g. printing, scanning, copying)

The contract is for a Fully Managed Print Service

2. Which supplier is delivering them? (If in-house, please confirm, if multiple providers please identify them)

Please refer to the [Managed Print Service - Contracts Finder](#)

3. If the supplier is not the manufacturer, which manufacturer are the devices?

We are unable to provide a disclosure for this question on the grounds it shall prejudice the commercial interests of our contracted partner and the Trust. 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.

4. How many contracts does this entail and what is the award value for each?

Please refer to the [Managed Print Service - Contracts Finder](#)

5. When do these contracts expire and do they have any extensions?

Please refer to the [Managed Print Service - Contracts Finder](#)

6. What is the annual volumetric data (split by Annual Mono and Annual Colour print)?

The estimated annual volumes are approximately 13 million pages per annum for the Bristol sites, of which 95% are mono. Approximately 2.1 million pages for the Weston site of which 85% are mono. The Trust print room produces on average of 3.5m mono pages and 2m colour pages.

7. What is the total number of devices supplied (split by Desktop Printer and Multi-

Functional Device)?

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8. What Print Management Software solution do you use?

We are unable to provide a disclosure for this question on the grounds it shall prejudice the commercial interests of our contracted partner and the Trust. 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. How many Mono MFDs and Colour MFDs do you have?

We are unable to provide a disclosure for this question on the grounds it shall prejudice the commercial interests of our contracted partner and the Trust. 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.

10. How many mono printers and colour printers do you have?

We are unable to provide a disclosure for this question on the grounds it shall prejudice the commercial interests of our contracted partner and the Trust. 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.

11. What document management solution do you use?

MyStaffApp

12. What High Volume printing devices do you use?

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13. Were any framework agreements used to procure the goods/services? If so, which ones?

Please refer to the [Managed Print Service - Contracts Finder](#)

14. Any documentation you can provide me with, e.g. the order form?

We are unable to provide a disclosure for this question on the grounds it shall prejudice the commercial interests of our contracted partner and the Trust. 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.

15. What department is managing the contract and who is the decision-maker?

The contract management sits within the Trust IM&T department and the Communications Team decision with the Head of Service Delivery and Print and Programme Manager, who make the decisions on behalf of the Trust following the expertise of the awarded supplier providing the Fully Managed Print Service.

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

