

**Freedom of Information Request**

**Ref: 24-357**

25 April 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 hold some of the information you are requesting

**Please can you respond to the following request for Information.**

**The details I require are:**

**Spend on Office supplies and associated products for the below financial years.**

**1st April 2022 – 31st March 2023**

£438,500

**1st April 2023 – 31st March 2024**

£447,000

**Start date & duration of Contract?**

A number of supplier are used across office supplies in low spend amounts, the largest proportion at 46.95% of the spend is via NHS Supply Chain (NHSSC) framework, which is against their requirement to provide goods to the NHS for the duration of their framework term.

**Is there an extension clause in the contract and, if so, the duration of the extension?**

Procured through NHSSC FA (NHS Supply Chain Framework Agreement) which shall be renewed in line with Framework Agreement terms.

**Has a decision been made yet on whether the contract is to be either extended or renewed?**

The decision sits with the NHS Supply Chain. Please contact [FOI@supplychain.nhs.uk](mailto:FOI@supplychain.nhs.uk) for further information.

**Who is the senior officer (outside of procurement) responsible for the contract?**

For any queries please contact [Procurement@nbt.nhs.uk](mailto:Procurement@nbt.nhs.uk)

**Name of Incumbent Supplier?**

NHS Supply Chain (46.95%), Springfield Papers (14.77%), Stamps Direct (Stamps only, 5.76%), Rotadex (5.37%), Other Suppliers 27.15% of the spend.

**How long have you traded with them?**

In line with NHSSC Framework terms.

**If you publish your register of contracts and purchasing, can you please provide a website link.**

Not applicable

**In addition, can you confirm if you have a contract in place for Tail End Spend.**

All "Tail End" spend shall be on NHS standard purchase order terms and conditions.

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**