

Freedom of Information Request

Ref: 25-262

27 May 2025

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

Under the Freedom of Information Act, I would like to request the following information for Avon Partnership Occupational Health Services NHS which I understand is hosted by yourselves:

1. Contracted Suppliers:

Please provide details of the companies contracted for the following services and equipment:

a. Photocopiers/Multi-Functional Devices (MFDs) b. Printers c. Print

Room/Reprographics services - Avon Partnership Occupational Health Services use printing equipment supplied under the Trust's managed print contract. Contractor is Vision Plc.

d. Desktop Scanners

We are now in the process of moving to an official tender for the future delivery of this service and associated contract and we are currently unable to release any information regarding this until after the award has been approved.

By releasing any information during this period will unduly bias a potential bidder over the rest of the supplier pool and would be in conflict with the Public Contract Regulations 2015. 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.

2. Equipment Manufacturers:

If different from the suppliers in Q1, please list the manufacturers of the equipment used in the following areas:

a. Photocopiers/MFDs Canon – Not applicable

b. Printers n/a

c. Print Room/Reprographics n/a

d. Desktop Scanners

We are now in the process of moving to an official tender for the future delivery of this service and associated contract and we are currently unable to release any information regarding this until after the award has been approved.

By releasing any information during this period will unduly bias a potential bidder over the rest of the supplier pool and would be in conflict with the Public Contract Regulations 2015. 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.

3. Contract Details:

For each of the services and equipment listed in Q1 and Q2, please provide the following:

a. Length of contract(s) and end date(s) b. Any available extensions to the contracts

Details of the Vision Plc contract award can be found here: [Managed Print Service - Contracts Finder](#)

4. Device Numbers:

Please provide the number of devices in use for each category listed:

a. Photocopiers/MFDs Avon Partnership Occupational Health Services use a very small number of print devices supplied under the Vision Plc contract.

b. Printers

c. Print Room/Reprographics services

d. Desktop Scanners

We are now in the process of moving to an official tender for the future delivery of this service and associated contract and we are currently unable to release any information regarding this until after the award has been approved.

By releasing any information during this period will unduly bias a potential bidder over the rest of the supplier pool and would be in conflict with the Public Contract Regulations 2015. 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.

5. Procurement Process:

Please confirm how the services and equipment were procured:

a. Were the services and equipment procured via a framework, direct award, or mini-competition? For photocopiers/MFDs - Framework

b. If via a framework, please specify which framework was used.

For photocopiers/MFDs - Crown Commercial Service framework RM6174 Lot 3

6. Print Management Software:

Does the Authority use any print management software (e.g., PaperCut, Equitrac)? If yes, please specify which software is in use.

Uniflow

7. Hybrid/Digital Mail Service:

Does the Authority use a Hybrid or Digital Mail Service? - Yes

a. If so, who supplies this service? - Synertec

b. What is the expiration date of the current contract? - March 2026

8. Document/Content Management Systems: Does the Authority utilise any Document or Content Management Systems? - Yes

a. If yes, please specify which systems are in use. – MyStaff App

9. Sustainability Initiatives (if available):

a. Please provide information on any environmental or sustainability goals related to print management, digital transformation, or reducing the carbon footprint.

b. How does the Authority measure the impact of these initiatives?

We are able to obtain this information however we have decided to apply Section 21 of the FOIA as this information is reasonably accessible in the public domain on our website on the following link: [uhbw five year digital strategy published.pdf](#). Section 21 of the FOIA provides that we are not obliged to provide the requested information if it is already reasonably accessible and therefore we are withholding this information at this time.

10. Future Procurement Plans (if applicable):

a. Are there any upcoming procurements or tenders related to print management, digital transformation, or document management?

b. If so, what is the anticipated timeline for these processes?

None, not applicable

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