

Trust Headquarters  
Russell's Hall Hospital  
Dudley  
West Midlands  
DY1 2HQ

**Ref:** FOI-032025-0001489

**Date:** 1.5.25

**Address / Email:**

Dear

**Request Under Freedom of Information Act 2000**

Thank you for requesting information under the Freedom of Information Act 2000. Please see response below.

I would be grateful if you could help in answering our request for information regarding any current office print procurement contracts your organisation may hold.

1. Do you have a print contract for your general office printers or multi-functional devices (MFDs), if so, please provide the name of the contract provider?  
- Ricoh UK Ltd
2. Please confirm the start and end date of each contract named in question 1.  
- 01/06/2024 - 31/05/2029
3. Please confirm the end date of any extension periods for each contract named in question 1.  
- No extension in place within the contract however there is provision to extend
4. When do you intend to start re-tendering for each contract named in question 1.  
- Q3 2028/29
5. How many printers and MFDs are deployed across your organisation?  
- 254
6. What is your annual output (print and copy) volume (mono and colour) and spend?  
- Projected £188k per annum
7. Who is the person(s) within your organisation responsible for these contract(s)? please provide their role/title and contact details?  
- Karen Hale - Head of IT Operations - [karen.hale1@nhs.net](mailto:karen.hale1@nhs.net)

If you are dissatisfied with our response, you have the right to appeal in line with guidance from the Information Commissioner. In the first instance you may contact the Information Governance Manager of the Trust.

Information Governance Manager  
Trust Headquarters

Russell's Hall Hospital  
Dudley  
West Midlands  
DY1 2HQ  
Email: [dgft.dpo@nhs.net](mailto:dgft.dpo@nhs.net)

Should you disagree with the contents of our response to your appeal, you have the right to appeal to the Information Commissioners Office at.

Information Commissioners Office  
Wycliffe House  
Water Lane  
Wilmslow  
Cheshire  
SK9 5AF  
Tel: 0303 123 1113  
[www.ico.org.uk](http://www.ico.org.uk)

If you require further clarification, please do not hesitate to contact us.

Yours sincerely

**Freedom of Information Team**  
**The Dudley Group NHS Foundation Trust**