

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

Ref: FOI-032024-000714

Date: 25/03/2024

Address / Email:

Dear

Request Under Freedom of Information Act 2000

Thank you for requesting information under the Freedom of Information Act 2000.

Please find below the questions as part of your request and the answers from the Trust.

Details of Current Contracts: Please can you provide details of current contracts for Managed Print Services and Reprographic Services? Specifically, I am interested in:	
The start and end dates of these contracts.	10.08.2021 – 11.08.2024
The annual value of each contract.	Providing cost would reveal commercial in confidence contract pricing arrangements as per FOI Exemption 43 (2)
The names of the service providers involved.	Trust wide
Are there any extension clauses in these contracts, if so how long?	No extension after 11.08.2024
Procurement Process:	
What process was used for the procurement of these services (e.g., open tender, direct award)?	Direct Award
Where any frameworks used for the procurement? If so, which ones?	Procurement for Housing Framework under the PFH Supply of Print Management & Multifunctional Device Solutions (reference 2016/S079/139608).
Service Specifications:	
What are the key performance indicators (KPIs) and service level agreements (SLAs) outlined in these contracts?	Fol exemption 43 (2) 'Commercial Interests' : The level of competition currently experienced within the NHS is such that the release of detailed information specifically relating to service level reporting detailing capacity and funding would have a prejudicial impact on the Trust resulting in it being less competitive. Therefore, the Trust wishes to use Freedom of Information exemption section 43 (2)

	Commercial Interests (where Information is exempt information if its disclosure under this Act would, or would be likely to, prejudice the commercial interests of any person (including the public authority holding it).
How does the Authority evaluate the performance of these services?	Monitor delivery lead times with any issues communicated to the supplier for resolution. Supplier is proactive in advising of any issues they identify regarding print replenishment / delivery promptly.
Environmental Impact Considerations:	
Does the Authority have any policies or criteria in these contracts related to environmental sustainability or carbon footprint reduction?	Consolidated orders for one weekly delivery. Continued review of documents printed to move ASAP to electronic. New contract would include more specific green requirements.
Expenditure and Usage Data:	
Can you provide a summary of expenditure on Managed Print Services and Reprographic Services for the last two financial years?	Other reprographic services expenditure 21-22 £106,727.73 + vat Other reprographic services expenditure 22-23 £107,109.29 + vat
Additionally, could you provide any available data on the volume of printing and reprographic services utilised during the same period?	Print requirements being moved to electronic, therefore volumes decreasing.
Please can you provide numbers and a breakdown summary of current devices in use, i.e. A3/A4, colour/mono etc?	N/A as Trust is rolling out Multifunction devices to remove individual printers.

If you could also, please provide the best contact for the running of these services, that would be very much appreciated.	Kevin Stringer Director of Finance has overall responsibility for procurement. Adam Thomas Chief Information Officer has overall responsibility for IT. Board structure - The Dudley Group NHS Foundation Trust (dgft.nhs.uk)
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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
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DY1 2HQ

Email: 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

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

Yours sincerely

Freedom of Information Team
The Dudley Group NHS Foundation Trust