

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

Ref: FOI-052024-000863

Date: 05/06/2024

Address / Email:

Dear

Request Under Freedom of Information Act 2000

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

Request

I would like to make a request for the following information relating to the authority's current Multi-Functional Devices and printing/scanning services contract(s)

- 1. What services are included in the contract(s)? (e.g. printing, scanning, copying)**
- 2. Which supplier is delivering them? (If in-house, please confirm, if multiple providers please identify them)**
- 3. If the supplier is not the manufacturer, who is the manufacturer of the devices?**
- 4. What is the annual volumetric data (split by Annual Mono and Annual Colour)?**
- 5. What is the total number of devices supplied (split by Desktop Printer and Multi-Functional Device)?**
- 6. What Print Management Software solution do you use?**
- 7. How many Mono MFDs and Colour MFDs do you have?**
- 8. How many mono printers and colour printers do you have?**
- 9. Do you have a Print Room and if so, how many devices are there?**
- 10. When does the contract expire and does it have any extensions?**
- 11. Were any framework agreements used to procure the goods/services? If so, which ones?**
- 12. Which department is managing the contract?**
- 13. Who/which department is the decision-maker for any new procurement exercise?**

Response

<u>Questions</u>	<u>Responses</u>
1. What services are included in the contract(s)? (e.g. printing, scanning, copying)	Multi-functional Devices, Print, Scan, Follow-me printing and copying.
2. Which supplier is delivering them? (If in-house, please confirm, if multiple providers please identify them)	Ricoh UK Ltd
3. If the supplier is not the manufacturer, who is the manufacturer of the devices?	Ricoh
4. What is the annual volumetric data (split by Annual Mono and Annual Colour)?	Due to project inflight this is not available presently, it's part of the benefits that this data would be available in the future.
5. What is the total number of devices supplied (split by Desktop Printer and Multi-Functional Device)?	Project is currently in flight and therefore finalised figures are not available as yet, it is estimated that the contract will hold 257 Devices. The vast majority being multi-functional devices
6. What Print Management Software solution do you use?	Software Solution - Kofax
7. How many Mono MFDs and Colour MFDs do you have?	Mono 26 - Colour - 228
8. How many mono printers and colour printers do you have?	Mono 26 - Colour - 228, they are all MFD's
9. Do you have a Print Room and if so how many devices are there?	No, Printers are located throughout the trust offices and sites
10. When does the contract expire and does it have any extensions?	01.06.24 start - 60 months, Project currently in flight. Minimum 3 months written notice in respect of extension.
11. Were any framework agreements used to procure the goods/services? If so, which ones?	crown commercial services framework RM6174 lot 2 - Multifunctional Devices (MFDs), Print and Digital Workflow Software Services and Managed Print Service Provision - CCS (crowncommercial.gov.uk).
12. Which department is managing the contract?	IT Operations
13. Who/which department is the decision-maker for any new procurement exercise?	IT Operations

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
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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