



Foreign &  
Commonwealth  
Office

**Facilities Management Client Unit**  
Foreign and Commonwealth Office  
King Charles Street  
London SW1A 2AH

Website: <https://www.gov.uk>

17 March 2017

**FREEDOM OF INFORMATION ACT 2000 REQUEST REF: FOI 0180-17**

Thank you for your email of 17 February asking for information under the Freedom of Information Act (FOIA) 2000. You asked:

*I have been wanting to send a freedom of information request relating to the Organisation's existing contracts relating to facilities management.*

A. <i>Lift Service and Maintenance</i>
B. <i>Air Conditioning and Ventilation Servicing and Maintenance</i>
C. <i>Cleaning and Janitorial</i>
D. <i>Mechanical And Electrical Maintenance</i>
E. <i>Property Maintenance And Day To Day Repairs</i>

*In regards to the types of contracts I have displayed above can you please send the Organisation's primary contracts? Or can you please send me the contract that are above £1000.*

*Also, so that I understand the information you have provided to me please state information if the Organisation doesn't have any contract I have stated within this request.*

- 1. Contract Type – Please use the list I have provided above*
- 2. Existing Supplier – Please state the supplier for each contract*
- 3. Annual Spend- Please can you provide me with the spend for each individual supplier*
- 4. Contract Duration- please note if there are any extensions period available and if so what?*
- 5. Contract Start*
- 6. Contract Expiry*
- 7. Contract Review*
- 8. Contract Description- a small description of the type of services included within each contract.*

9. *Number of sites covered for each contract e.g. the organisation may have a maintenance agreement with a supplier that covers several sites/buildings.*

10. *Can you also send me the contact details of the person within the Organisation that is responsible for each one of these contract you have submitted.*

*If you have any further questions please send me an email back with your questions.*

I am writing to confirm that we have now completed the search for the information which you requested.

I can confirm that the Foreign and Commonwealth Office (FCO) does hold information relevant to your request.

1. All services above included in a single Facilities Management Contract.
2. Interserve Facilities Management for each of the above.
3. Annual Spend: Circa £11 million pa in Fixed Fee costs.
4. Contract Duration: 7 years plus option to extend by 3 years
5. Contract Start: December 2008
6. Contract Expiry: November 2018
7. Contract Review: The FCO undertook a detailed review starting in July 2014 and received Cabinet Office approval to extend the Contract from December 2015
8. Contract Description: Facilities Management – all of the above with the addition of Catering, Grounds Maintenance, Environmental Management, Pest Control, Waste Management in the UK and NW Europe.
9. Number of sites covered for each contract: 5 in the UK and 14 in NW Europe.
10. Contact details of the person responsible in the organisation that is responsible for each one of these contracts: Keith Elliott, Director Facilities Management Client Unit, FCO, King Charles Street, London SW1A 2AH. Tel: 01908 745335. Email: [keith.elliott@fco.gov.uk](mailto:keith.elliott@fco.gov.uk)

Facilities Management Client Unit



We keep and use information in line with the Data Protection Act 1998. We may release this personal information to other UK government departments and public authorities.