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REF: FOI2020/01430

14 February 2020

Dear [REDACTED]

Thank you for your email of 30 January 2020 requesting the following information:

"Please find a request for information regarding your organisations' printers/printing devices/associated contracts.

I would be grateful if you could reply to the questions below.

Q1. Current contract details?

- a. Photocopiers/MFDs
- b. Printers
- c. Print room / reprographics

Q2. Companies awarded?

- a. Photocopiers/MFDs
- b. Printers
- c. Print room / reprographics

Q3. Length of contract/s and end dates?

- a. Photocopiers/MFDs
- b. Printers
- c. Print room / reprographics

Q4. Number of devices?

- a. Photocopiers/MFDs
- b. Printers
- c. Print room / reprographics

Q5. Annual print/copy volume

- a. Photocopiers/MFDs
- b. Printers
- c. Print room / reprographics

Q6. Annual spend?

- a. Photocopiers/MFDs
- b. Printers
- c. Print room / reprographics

Q7. Details on how these were procured. i.e. By Framework a. Procurement method b. If Framework, please state which one.

Q8. Do you have any print management software? If so, which software?

Q9. Do they supply you with any scanning software (additional to the software native to the device)?

Q10. What Document Management solution/s do you currently use within your organization?

Q11. Who are the procurement & business/IT contacts within your organization responsible for the decision on MFD's and the contract(s)? What is their job title, and their contact telephone & email details?"

I am treating your correspondence as a request for information under the Freedom of Information Act 2000 (FOIA).

A search for the information has now been completed within the UKHO, and I can confirm that some information, in scope of your request is held.

The information you have requested can be found below, at annex A etc

If you are not satisfied with this response or you wish to complain about any aspect of the handling of your request, then you should contact me in the first instance. If informal resolution is not possible and you are still dissatisfied then you may apply for an independent internal review by contacting the Information Rights Compliance team, Ground Floor, MOD Main Building, Whitehall, SW1A 2HB (e-mail CIO-FOI-IR@mod.uk). Please note that any request for an internal review must be made within 40 working days of the date on which the attempt to reach informal resolution has come to an end.

If you remain dissatisfied following an internal review, you may take your complaint to the Information Commissioner under the provisions of Section 50 of the Freedom of Information Act. Please note that the Information Commissioner will not investigate your case until the MOD internal review process has been completed. Further details of the role and powers of the Information Commissioner can be found on the Commissioner's website, <http://www.ico.org.uk>.

Yours sincerely,

UKHO Secretariat

Annex A:

Q1. Current contract details?

- a. Photocopiers/MFDs - **Managed Print Service**
- b. Printers – **N/A**
- c. Print room / reprographics - **There is no reprographics service at the UKHO. As far as Print Room printers held under Contracts, they are as follows;**
 - **PO 4500050903**
 - **PO 4500052018**

Q2. Companies awarded?

- a. Photocopiers/MFDs - **Capita**
- b. Printers – **N/A**
- c. Print room / reprographics - **There is no reprographics service at the UKHO. As far as Print Room printers held under Contracts, they are as follows;**
 - **PO 4500052018 – Stanford Marsh Ltd**
 - **PO 4500050903 - Ricoh UK Ltd**

Q3. Length of contract/s and end dates?

- a. Photocopiers/MFDs – **Three years - 03/12/2018 – 02/12/2021**
- b. Printers – **N/A**
- c. Print room / reprographics - **There is no reprographics service at the UKHO. As far as Print Room printers held under Contracts, they are as follows;**
 - **PO 4500050903 – expires 30th April 2020 (also has an option year which will be invoked, up to April 2021)**
 - **PO 4500052018 - expires 28th July 2021**

Q4. Number of devices?

- a. Photocopiers/MFDs - **9**
- b. Printers – **N/A**
- c. Print room / reprographics - **There is no reprographics service at the UKHO. As far as Print Room printers held under Contracts, they are as follows;**
 - **PO 4500050903 - HP Pagemate 8000XL x 5 printers, and HP ZX5400 printer x 1 printer**
 - **PO 4500052018 - Ricoh C7100SX x 1 printer**

Q5. Annual print/copy volume-

- a. Photocopiers/MFDs - **Total printed pages: 883,873 (data provided by Technology Operations)**
- b. Printers – **N/A**
- c. Print room / reprographics - **5 x HP page wide – 40,000 x 12 = 480,000 sheets total per annum; C7100SX – Mono – 24,888 sheets and Colour – 198,020 sheets (This is a mix of A4 and A3 sizes); Z5400 – 4,000 sheets per year (all values are estimated)**

Q6. Annual spend?

- a. Photocopiers/MFDs - **c£11k**
- b. Printers – **N/A**
- c. Print room / reprographics -
 - **PO 4500050903 - £81,358.95 for 2019**
 - **PO 4500052018 - £37,440 for 2019**

Q7. Details on how these were procured. i.e. By Framework a. Procurement method b. If Framework, please state which one.

- a. Photocopiers/MFDs - **CCS: RM3781 - Multifunctional Devices, Managed Print and Content Services and Records and Information Management**
- b. Printers – **N/A**
- c. Print room / reprographics -
 - a. **HP Pagemate printers procured via Open OJEU competition**
 - b. **Ricoh printer procured under UKHO sole source tender**

Q8. Do you have any print management software? If so, which software?

- a. Photocopiers/MFDs - [Papercut MF \(information provided by Technology Operations\)](#)
- b. Printers – [N/A](#)
- c. Print room / reprographics - [N/A](#)

Q9. Do they supply you with any scanning software (additional to the software native to the device)?

- a. Photocopiers/MFDs - [Software is native to the device \(information provided by Technology Operations\)](#)
- b. Printers – [N/A](#)
- c. Print room / reprographics - [N/A](#)

Q10. What Document Management solution/s do you currently use within your organization?

- a. Photocopiers/MFDs - [SharePoint \(information provided by Technology Operations\)](#)
- b. Printers – [N/A](#)
- c. Print room / reprographics - [N/A](#)

Q11. Who are the procurement & business/IT contacts within your organization responsible for the decision on MFD's and the contract(s)? What is their job title, and their contact telephone & email details?

- a. Photocopiers/MFDs - [Decision: CTO - Terry Makewell.](#)
[Contract: Supplier & Contract Manager - Procurement@ukho.gov.uk](#)
- b. Printers – [N/A](#)
- c. Print room / reprographics - [UKHO reserves the right not to disclose publish the details of procurement contacts for the contracts as requested, as this is personal data.](#)