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[Redacted]

By

email: [Redacted]

Our ref: FOI2020/01088
10 February 2020

Dear [Redacted]

REQUEST FOR INFORMATION: Printers/Printing Devices

Thank you for your request for information of 20 January 2020 about printers/printing devices. We have handled your request under the Freedom of Information Act 2000 (FOIA)

The information you requested and our response are detailed below:

"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

We can confirm that Defra has contracts for Photocopiers/MFD's and printers. MFD Service (including all of the above) details provided as requested below.

Print room/ reprographics are provided as part of Defra's outsourced Total Facilities Management contract.

"Q2. Companies awarded?"

- a. Photocopiers/MFDs
- b. Printers



Xerox UK Limited

c. Print room / reprographics

Interserve FM provide the Total Facilities Management contract for the Defra managed estate

“Q3. Length of contract/s and end dates?”

a. Photocopiers/MFDs

b. Printers

Q4 2017 – Q4 2022 with opportunity to extend.

c. Print room / reprographics

Q2 2009 – Q1 2024

“Q4. Number of devices?”

a. Photocopiers/MFDs

b. Printers

~950 devices over ~225 sites across Defra

c. Print room / reprographics

Interserve FM only provide this at Defra's Weybridge site

“Q5. Annual print/copy volume”

a. Photocopiers/MFDs

b. Printers

We can confirm that this information is not held by Defra because the annual print/copy volumes are not stable enough to provide an accurate representation.

c. Print room / reprographics

We can confirm that this information is not held by Defra.

“Q6. Annual spend?”

a. Photocopiers/MFDs

b. Printers

Commercial Sensitive Data

c. Print room / reprographics

The annual price for this service is currently £19,529.12.

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

- a. & b. - CPN – Competitive Procedure with Negotiation
- c. OJEU competition

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

Xerox provide the full end to end MFD Service, including software.

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

Xerox MFD's provide scanning functionality.

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

In relation to printing/scanning i.e. spooling etc. is managed by the Xerox Solution.

“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?”

We confirm that Defra does hold the information that you have requested, but we have decided that the information should be withheld under sections 40(2) and 40(3A) of the FOIA as the information constitutes personal data relating to persons other than you. These sections exempt personal information from disclosure if that information relates to someone other than the applicant, and if disclosure of that information would breach any of the data protection principles in Article 5(1) of the General Data Protection Regulation (GDPR).

We consider that disclosure of this information is likely to breach the first data protection principle, which provides that personal data must be processed lawfully, fairly, and in a transparent manner. Disclosure would not constitute 'fair' processing of the personal data because the information relates to a non-SCS member of staff who is not a public facing official, and would not reasonably have expected their name to be made public.

Information disclosed in response to this FOIA request is releasable to the public. In keeping with the spirit and effect of the FOIA and the government's Transparency Agenda, this letter and the information disclosed to you may be placed on [GOV.UK](https://www.gov.uk), together with any related information that will provide a key to its wider context. No information identifying you will be placed on the GOV.UK website.

We attach Annex A, explaining the copyright that applies to the information being released to you, and Annex B giving contact details should you be unhappy with the service you have received.

If you have any queries about this letter please contact me.

Yours sincerely

[Redacted]

Information Rights Team

InformationRequests@defra.gov.uk

Annex A

Copyright

The information supplied to you continues to be protected by copyright. You are free to use it for your own purposes, including for private study and non-commercial research, and for any other purpose authorised by an exception in current copyright law. Documents (except photographs or logos) can be also used in the UK without requiring permission for the purposes of news reporting. Any other re-use, for example commercial publication, would require the permission of the copyright holder.

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Annex B

Complaints

If you are unhappy with the service you have received in relation to your request you may make a complaint or appeal against our decision under section 17(7) of the FOIA or under

regulation 11 of the EIRs, as applicable, within 40 working days of the date of this letter. Please write to Andrew Mobsby, Head of Information Rights, Area 5B, Nobel House, 17 Smith Square, London, SW1P 3JR (email: InformationRequests@defra.gov.uk) and he will arrange for an internal review of your case. Details of Defra's complaints procedure are on our [website](#).

If you are not content with the outcome of the internal review, section 50 of the FOIA and regulation 18 of the EIRs gives you the right to apply directly to the Information Commissioner's Office (ICO) for a decision. Please note that generally the ICO cannot make a decision unless you have first exhausted Defra's own complaints procedure. The ICO can be contacted at:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF