

**My Ref:** IG-9632  
**Your Ref:**  
**Contact:** Information Management Services  
**Email:** [InformationRights@nottinghamcity.gov.uk](mailto:InformationRights@nottinghamcity.gov.uk)



**Nottingham**  
**City Council**

**Information Management Services**

Development & Growth  
4<sup>th</sup> Floor  
Loxley House  
Station Street  
Nottingham  
NG2 3NG

Requester

At contact address specified for request number above

26 June 2017

**Tel:** 0115 876 4376

**Email:** [InformationRights@nottinghamcity.gov.uk](mailto:InformationRights@nottinghamcity.gov.uk)  
[www.nottinghamcity.gov.uk](http://www.nottinghamcity.gov.uk)

Dear Requester

**Re: Request under the Freedom of Information Act 2000 (the Act)**

The Authority has considered your request which was received on 7 June 2017 and our response to your questions is shown below.

I would be most grateful if you would provide me, under the Freedom of Information Act, details in respect to the contracts below:

*CPU 1965 Supply, Delivery, Installation & Maintenance of Audio Visual Equipment*

*The details we require are:*

*1. Suppliers who applied for inclusion on the contract and were successful & not successful at the PQQ & ITT stage*

There was no PQQ stage, 2 suppliers bid: Active Visual Supplies and Vesa Mount

*2. Contract values of each contract (& any sub lots), year to date*

Supply, delivery and installation of equipment alongside first year of free maintenance cost £37,241

*3. Start date & duration of the contract*

The free year of maintenance covers start date of 17 November 2016 and the duration of this free maintenance lasts for 12 months.

*4. Is there an extension clause in the contract(s) and, if so, the duration of the extension?*

Option to extend maintenance up to 2 years for an additional cost of £2,000 p/a.



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*5. Has a decision been made yet on whether the contract(s) are being either extended or renewed?*

No. This equipment was procured due to relocation, the council will not require new equipment at this location and no decision has been made regarding the maintenance of this equipment.

*6. If renewal is being considered, are Nottingham City Council considering adding additional suppliers?*

No

*7. Who is the senior officer (outside of procurement) responsible for this contract?*

The council are unable to provide the name of the officer (outside of procurement) responsible for this contract.

In accordance with section 40(2) of the Act, the personal information about identifiable living individuals is exempt if disclosure to a third party would breach one or more principles in the Data Protection Act 1998 (the DPA). The Information Commissioner's guidance states 'It is reasonable to expect that a public authority would disclose more information relating to senior employees than more junior ones...the disclosure must not cause unwarranted interference with the rights, freedoms and legitimate interests of the employee'.

The individual concerned would not expect their details to be disclosed to a third party, as it is the council's general guidance not to do so for staff below the level of Head of Service.

Section 40(2) of the Act sets out the exemption for third party data and subject to one of two conditions being met. The council considered that the disclosure of the information to you otherwise than under the Act would contravene one of the data protection principles as set out in section 40(3)(a)(i) (first data protection principle – information processed fairly and lawfully).

When determining the privacy rights of the other individuals, the council considered that it would be unfair to disclose the personal data of the other individual.

The council is withholding the information as detailed above under section 40(2). Please accept this letter as a partial refusal notice issued in accordance with section 17 of the Act.

In accordance with Section 16(1) of the Act, the council has a duty to provide advice and assistance to you, as far as it is reasonable to do so. The council can advise Nottingham City Council does not respond to unsolicited requests regarding sales, procurement and commissioning. Departments must follow a strict procedure as the council has a responsibility to spend public money to achieve the best possible value and outcomes for its citizens whilst maximising the wider social, economic and environmental aims. The council can direct you to the council's website pages for procurement opportunities, events and how to sell to the council, where you can also find the contact details for the Procurement Team including an email address and phone number:

<http://www.nottinghamcity.gov.uk/business-information-and-support/doing-business-with-nottingham-city-council/>

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If you are unhappy with the response provided or with the handling of your request, you can ask for an internal review by writing to the **Information Governance Specialist, Information Management Services, 4<sup>th</sup> Floor, Loxley House, Station Street, Nottingham, NG2 3NG** by stating the reasons for your dissatisfaction. Your request for an internal review should be made to the Authority within forty working days of the date of this letter. Please quote reference IG-9632 in all communications.

If you remain unhappy after receiving the response to your initial complaint you can request an independent review from the Information Commissioner's Office at **FOI/EIR Complaints Resolution, Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF**. You may also contact the Information Commissioner's Office by telephone on 01625 545745 or by email at [mail@ico.gsi.gov.uk](mailto:mail@ico.gsi.gov.uk).

Yours sincerely

Information Rights & Insight Team  
Information Management Services  
Development & Growth