

FOI 2020-21-2885

Dear Sheffield City Council,

We would be grateful if you could help in answering our request for information for the following questions; answering for A-F on questions 1-8.

a) Photocopiers/MFDs (Multi-Functional Device)

b) Printers

c) Print room / reprographic

d) Desktops

e) Laptops

f) Displays

Q1. Please name all the IT resellers that you have contacts with and buy from.

SCC

Managed Print Solutions Ltd

Q2. What is the length of the contracts, more specifically their end date, with the named IT resellers in question 1.

April 2023

Q3. What year and month is the next hardware refresh due?

Majority of devices recently refreshed in the past 12 months – anticipated next refresh commence 2023 – 2024 but not yet planned in.

Q4. Please name the number of devices deployed by Council?

Laptop/Desktop devices – 8000

Displays 10028

Printers 1441

Q5. In reply to question 4, which department/facility are those located?

We have devices located in every department in the Council

Q6. Please name the brand and model of the devices mentioned and the spend for each product.

We have multiple thousands of devices and do not record the annual spend by brand but our prime suppliers are

Photocopiers – Kyosera

Printers – HP

Desktops/Laptops – HP – some legacy Lenovo devices

Displays HP/Philips/Lenovo

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

We use multiple public procurement frameworks including G-Cloud

Other Crown Commercial Frameworks including RM3804, a large number of legacy devices were procured via our outsourced IT provider Capita prior to the insourcing on our IT Contract.

Q8. Do you normally purchase equipment as services or as a capital?

Both

Q9. What is your annual print/copy volume and spend?

£330k/ volume 11,097,616

Q10. Who is the person(s) within your organization responsible for the MFD's, print hardware, and supplies contract(s)? Please provide their title and their contact details.

Mike Weston - Assistant Director for IT (mike.weston@sheffield.gov.uk)

Q11. Who is responsible for purchasing end user devices such as laptops, desktops, displays and accessories? Please provide their title, and their contact details.

Mike Weston - Assistant Director for IT (mike.weston@sheffield.gov.uk)

Yours faithfully,

Matthew Varns