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Our ref: FOI 7023

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Oxleas NHS Foundation Trust

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Dear Matthew,

FREEDOM OF INFORMATION ACT 2000 – SECTION 8 REQUEST

Thank you for your request for information dated 20/01/2021. Your request has been managed under the terms of the Freedom of Information Act 2000.

You requested the following information under section 8 of the Act:

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

- a) Photocopiers/MFDs (Multi-Functional Devices) - Xerox
- b) Printers – As above
- c) Print room / reprographic – N/A
- d) Desktops - CDW
- e) Laptops - CDW
- f) Displays - CDW

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

- a) Photocopiers/MFDs (Multi-Functional Devices) Managed Print Service contract, end date: 23rd May 2021
- b) Printers – As above
- c) Print room / reprographic – N/A
- d) Desktops No Contract
- e) Laptops No Contract
- f) Displays No Contract

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

- a) Photocopiers/MFDs (Multi-Functional Devices) - When contract runs out
- b) Printers – As above
- c) Print room / reprographic – N/A
- d) Desktops All on 5 year rolling rotation
- e) Laptops All on 5 year rolling rotation
- f) Displays They are replaced when needed.

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

- a) Photocopiers/MFDs (Multi-Functional Devices) - 325
- b) Printers - All printers are Multifunctional Devices
- c) Print room / reprographic – N/A
- d) Desktops around 3100
- e) Laptops around 2000
- f) Displays around 6000

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

- a) Photocopiers/MFDs (Multi-Functional Devices) - Trust wide
- b) Printers - Trust wide
- c) Print room / reprographic – N/A
- d) Desktops Trust wide
- e) Laptops Trust wide
- f) Displays Trust wide

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

a) Photocopiers/MFDs (Multi-Functional Devices)

- Xerox ColorQube 8900
- Xerox Workcentre 3655
- Xerox Workcentre 5955
- Xerox Workcentre 7225
- Xerox Workcentre 7855

b) Printers – As above

c) Print room / reprographic – N/A

d) Desktops HP and Dell

e) Laptops HP

f) Displays HP and Dell

Q7. Details on how these were procured. i.e. By Framework

i. Procurement method

ii. If Framework, please state which one.

	i. Procurement method	ii. If Framework, please state which one
a) Photocopiers/MFDs (Multi-Functional Devices)	Framework	CCS
b) Printers	Framework	CCS
c) Print room / reprographic	N/A	
d) Desktops	Framework	Link solutions 2 Digital Workspace solutions
e) Laptops	Framework	Link solutions 2 Digital Workspace solutions
f) Displays	Framework	Link solutions 2 Digital Workspace solutions

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

- a) Photocopiers/MFDs (Multi-Functional Devices) – Managed Print Service contract
- b) Printers – Managed Print Service contract
- c) Print room / reprographic – N/A



- d) Desktops Capital
- e) Laptops Capital
- f) Displays Capital

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

Colour 1,818,954 / Mono 5,793,486 (Last 12 months)

Spend on Managed Print Service contract - £266,320 (YTD)

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.

Charmaine Leslie, Head of Contracts & Procurement, oxl-tr.Supplies@nhs.net

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

Lee christie, Head of ICT, oxl-tr.oxleasitadministration@nhs.net

If you have any queries or concerns or are dissatisfied with the service you have received in relation to your request, please do not hesitate to contact us. If you wish to request a review of the decision, you should write to the Information Governance Manager, Julie Lucas via email at xxxxx.xxxxxx@xxx.xxx in the first instance. If you remain unsatisfied with the outcome of your review and wish to make a formal complaint, please address this to: Complaints, Oxleas NHS Foundation Trust, Pinewood House, Pinewood Place, Dartford, DA2 7WG - Email: oxl-tr.complaints@nhs.net

In addition if you are not satisfied with the outcome of your complaint or review, you may apply directly to the Information Commissioner for a decision. Generally, the ICO cannot make a decision unless you have exhausted the complaints procedure provided by the Trust. The Information Commissioner can be contacted at: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF (Telephone: 0303 123 1113 or 01625 545 745 - www.ico.org.uk).

Kind regards,

Paul Bransgrove
Information Governance Officer

E: oxl-tr.FOI@nhs.net

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