

## FOI 024-21 Response

I would be grateful if you could provide me with information regarding the University's current Managed Print contract under the Freedom of Information Act:

- Current supplier. [Xerox](#)
- Size of the MFD fleet. [74 devices](#)
- Approximate no of devices (desktop and stand-alone Multi-Functional Device Photocopiers). [74 MFDs, 25-40 standalone printers](#)
- Annual mono and colour volume. [4.7 million mono, 500k colour](#)
- Framework used. [SP-16-013](#)
- Contract start date [1<sup>st</sup> Sept 2019](#)
- Contract expiry date [31<sup>st</sup> Aug 2024](#)
- Name of print management software in use. [PaperCut](#)
- Whether the print management solution is hosted on premise, hybrid or off premise? [On Premise](#)
- If on premise, does the Council plan to migrate it to the Cloud and within what timeframes? [No plans to move](#)
- The name of the person at the University who is responsible for the management of the contract [Head of Infrastructure, Information Services. Please also see our s.25 decision notice below.](#)
- Does the University have a Central Print Room? [Yes](#)
- If yes, who is the current supplier to the Print Room? [Xerox](#)
- What software is currently in use in the Print Room? [XMpie and Workflow](#)
- Framework used – [as above: SP-16-013](#)
- Contract start date – [as above](#)
- Contract expiry date – [as above](#)
- Annual mono and colour volume – [We are unable to provide this data as it has been overwritten by new software which is being implemented. Please accept this as notice under s.17 of the Freedom of Information \(Scotland\) Act 2002 that this information is not held.](#)

Decision notice: s.25 of the Freedom of Information (Scotland) Act 2002

Organisations should consider their obligations under The Privacy and Electronic Communications (EC Directive) Regulations 2003 if considering using the information provided for marketing purposes.

If the information is required for sales or procurement purposes the procurement procedures for all University purchasing can be found via the following two links:

<http://www.napier.ac.uk/about-us/university-governance/freedom-of-information/categories-of-information/8-6-procurement>

and

<http://staff.napier.ac.uk/services/finance/Pages/A-ZDocuments.aspx/#procurement>

Email addresses for members of staff are publicly available via staff directory, link provided for ease of reference: <https://www.napier.ac.uk/people>

Please accept this as notice under s.25 of the Freedom of Information (Scotland) Act 2002 that this information is otherwise accessible.