

LC/DHD: 1660420

07 April 2020

request-653830-2efe74de@whatdotheyknow.com

Mr Andrew Perry

Dear Mr Perry

Thank you for your request for information under the Freedom of Information (Scotland) Act (2002).

I now respond to your request as follows:

"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."

1. Companies awarded?
 - a. Photocopiers/MFDs
 - b. Printers – N/A
 - c. Print room / reprographics

The College MFDs are leased from Capital Document Solutions Ltd. Our print room/reprographics service is managed in-house.

2. Length of contract/s and end dates?
 - a. Photocopiers/MFDs
 - b. Printers – N/A
 - c. Print room / reprographics

3-year lease period period/contract end date June 2020 with an optional two-year extension to June 2022.

3. Number of devices?
 - a. Photocopiers/MFDs - 45
 - b. Printers - N/A
 - c. Print room / reprographics - 3

4. Annual print/copy volume
 - a. Photocopiers/MFDs – Approximately 6.2 million pages
 - b. Printers – N/A
 - c. Print room / reprographics – Approximately 1 million pages

Figures above for the period 7 January 2019 – 20 December 2019.

5. Annual spend?
 - a. Photocopiers/MFDs
 - b. Printers – N/A
 - c. Print room / reprographics

We are unable to provide this information as some information is exempt from FOISA under the exemption in Section 33(1)(b) – Commercial Interest and the Economy.

Section 33(1)(b) of FOISA states that information is exempt information if its disclosure under this Act would, or would be likely to, prejudice substantially the commercial interests of any person (including, without prejudice to that generality, a Scottish public authority).

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

The College procured its managed print service running a competitive tender exercise, using the Advanced Procurement for Universities and Colleges (APUC) Framework for Managed Print Services.

7. Do you have any print management software? If so, which software?

Yes, Papercut.

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

No.

9. What Document Management solution/s do you currently use within your organization?

None.

10. 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?

- Lisa Clark, Interim Assistant Principal – 0141 630 5000, lisaclark@glasgowkelvin.ac.uk;
- Alison Lees, Procurement Manager – 0141 630 5000, alees@glasgowkelvin.ac.uk

I trust the above response meets your request for information.

Should you be unhappy with the College's response you are entitled to seek a review of the response. To seek a review, you should apply, in writing, to Derek Smeall, Principal, stating the grounds for seeking a review.

I also wish to advise you that the Scottish Information Commissioner has launched an online appeals service via their website – the link is as follows:

www.itspublicknowledge.info/appeal.

Other contact information for the Scottish Information Commissioner is listed below:

Tel: 01334 464610

Email: enquiries@itspublicknowledge.info



Thank you for your interest in the College.

Yours sincerely

[Redacted Signature]

Pp
Lisa Clark
Interim Assistant Principal

