

Celeste Morrison
By email: request-875689-fa013efd@whatdotheyknow.com

FOI Reference: FOI2022/11177

2 August 2022

Dear Celeste Morrison

We refer to your request where you asked:

"I would like to make a request for the following information relating to the authority's current Multi-Functional Devices and printing/scanning services contract(s)

- 1. What services are included in the contract(s)? (e.g. printing vs scanning etc)*
- 2. Which supplier is delivering them? (If in-house, please confirm or if multiple provider please identify them)*
- 3. How many contracts does this entail and what's the award value for each?*
- 4. When do these contracts expire and do they have any extensions?*
- 5. What is the annual volumetric data (split by Annual Mono and Annual Colour print)?*
- 6. What is the total number of devices supplied?*
- 7. What Managed Print Service software solution do you use?*
- 8. How many Mono MFDs and Colour MFDs do you have?*
- 9. What document management solution do you use?*
- 10. What High Volume printing devices do you use?*
- 11. Were any framework agreements used to procure the goods/services? If so, which ones?*
- 12. Any documentation you can provide me with, e.g. the order form*
- 13. What department is managing the contract and who's the*

decision-maker?

14. How many Adobe Acrobat (standard, professional and reader) licenses do you have?

15. What is the annual cost?

16. When is the renewal date?

17. Who is responsible for the contract?

18. Do you use any other PDF editing tools?"

We are writing to advise you that following a search of our paper and electronic records, we have established that the information you requested is held by the Cabinet Office and is provided below.

1. What services are included in the contract(s)? (e.g. printing vs scanning etc) Printing and Scanning.

2. Which supplier is delivering them? (If in-house, please confirm or if multiple provider please identify them)

Canon

3. How many contracts does this entail and what's the award value for each?

£357,226.72

4. When do these contracts expire and do they have any extensions?

Q4 in Financial Year 2022/23. Yes, it does have an option to extend further.

5. What is the annual volumetric data (split by Annual Mono and Annual Colour print)?

2,196,704 - Mono, 1,311,876 - Colour

6. What is the total number of devices supplied?

253 devices

7. What Managed Print Service software solution do you use?

uniFLOW

8. How many Mono MFDs and Colour MFDs do you have?

1 Mono MFD and 252 Colour MFDs

9. What document management solution do you use?

There is no DM Solution in use in CO

10. What High Volume printing devices do you use?

There are no High Volume printing devices in use in CO

11. Were any framework agreements used to procure the goods/services? If so, which ones?

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12. Any documentation you can provide me with, e.g. the order form

Please refer to CCS contract finder - <https://www.gov.uk/contracts-finder>

13. What department is managing the contract and who's the decision-maker? CDIO - temporarily, Commercial Lead.

14. How many Adobe Acrobat (standard, professional and reader) licenses do you have?

539

15. What is the annual cost?

Approximately £38K

16. When is the renewal date?

31st March 2023

17. Who is responsible for the contract?

Commercial Lead at present.

18. Do you use any other PDF editing tools?

No

If you are unhappy with the service you have received in relation to your request or wish to request an internal review, you should write to:

Head of Freedom of Information
Cabinet Office
1 Horse Guards Road
London
SW1A 2HQ

email: foi-team@cabinetoffice.gov.uk

You should note that the Cabinet Office will not normally accept an application for internal review if it is received more than two months after the date that the reply was issued.

If you are not content with the outcome of your internal review, you may apply directly to the Information Commissioner for a decision. Generally, the Commissioner cannot make a decision unless you have exhausted the complaints procedure provided by the Cabinet Office. The Information Commissioner can be contacted at:

The Information Commissioner's Office
Wycliffe House

Water Lane
Wilmslow
Cheshire
SK9 5AF

Yours sincerely

A handwritten signature in black ink, appearing to be 'A. Khan', written in a cursive style.

FOI Team
Cabinet Office