



Department for Digital, Culture, Media & Sport

Freedom of Information Team
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Celeste Morrison
request-890706-c9da2327@whatdotheyknow.com

FOI2022/11000
12 September 2022

Dear Celeste Morrison,

Thank you for your correspondence of 25 August, in which you made the following request for information:

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 have dealt with your request under the Freedom of Information Act 2000 (the Act).

The Office for Artificial Intelligence (OAI) is a joint-unit of both the Department for Digital, Culture, Media and Sport (DCMS) and Department for Business, Energy, and Industrial Strategy (BEIS), with DCMS providing any Multi-Functional Devices and Printing / Scanning Services used by the unit.

We are therefore responding to this request for information as DCMS. The information that you have requested is identical to the information issued by the Department on 5th August 2022. You can view the response [here](#).

Yours sincerely,

Freedom of Information Team
Department for Digital, Culture, Media and Sport

Complaints and comments

As is customary in our replies, I should explain that if you are dissatisfied with any aspect of our response to your request for information, and/or wish to appeal against information being withheld from you, please send full details within two calendar months of the date of this response to: xxx@xxxx.xxx.xx. You have the right to ask the Information Commissioner's Office (ICO) to investigate any aspect of your complaint. Please note that the ICO is likely to expect internal complaints procedures to have been exhausted before beginning an investigation.