



Freedom of Information Request 205/20-21

Response Date: 26 March 2021

I'd like to request some information in regards to the following services.

Listed Services:

- a) Laundry equipment supply, maintenance and install.
- b) Fire equipment supply, maintenance and install and provision of Fire Risk Assessments / consultancy.
- c) HVAC equipment supply, maintenance and install.

1) Please confirm your annual spend for the listed services showing a breakdown of contract value and any additional ad-hoc spend for the previous 3 years.

2) Please confirm where services have been won through a tender or bid process or awarded via framework.

i) Please confirm the incumbent supplier and expected retender date.

ii) Please confirm the portal or tender forum you advertise/promote such works through.

3) Please confirm the name and contact details of the person responsible for procurement of the above services.

RESPONSE

Your request for information has been considered and Swansea University is not obliged to supply the information you have requested.

Section 17(5) of the Freedom of Information Act 2000 requires Swansea University, when refusing to provide such information (because the information is exempt), to provide the applicant with a notice which:

- (a) states the fact,
- (b) specifies the exemption in question and
- (c) states (if it would not otherwise be apparent) why the exemption applies.

In relation to your particular request, the following exemption applies:

Section 12 – Exemption where cost exceeds the appropriate limit

Swansea University can confirm that the information requested is not easily retrievable. The University does not have a specific budget code for the categories listed which means that the University would have to look at each invoice individually to retrieve any relevant information. There would be over 570 invoices to analyse, which would take over 40 hours.



Swansea University
Prifysgol Abertawe

The cost of providing you with the information is above the amount to which we are legally required to respond i.e. the cost of locating and retrieving the information exceeds the “appropriate level” as stated in the Freedom of Information (Fees and Appropriate Limit) Regulations 2004.

In the case of Swansea University, the appropriate limit is £450, which has been calculated to equate to a total of 18 hours of work.

If any part exceeds the fees limit then Section 12 applies to the whole request. In accordance with the Freedom of Information Act 2000, this letter acts as a refusal notice.

Excess cost removes the University's obligation under the Freedom of Information Act; however, under Section 16 – the duty to provide advice and assistance, Swansea University can provide the following information should you wish to submit a refined request:

- a) Overall laundry expense – this would include equipment as well as laundered items within the spend value along with including both contract value & ad-hoc within the overall.
- b) Fire equipment supply, maintenance and install and provision of Fire Risk Assessments / consultancy – again an overall spend would include contract value as well as ad-hoc spend within the spend value.

END OF RESPONSE

