

A G Emmanuel  
Request-713612-5b21b54b@whatdotheyknow.com

data.access@justice.gov.uk

19 January 2021

Dear A G Emmanuel

**Freedom of Information Act (FOIA) Request – 201218008**

Thank you for your request dated 18<sup>th</sup> December 2020 in which you asked for the following information from the Ministry of Justice (MoJ):

**“I’d like to request some information in regards to the following services. Listed Services:**

- a) Laundry equipment supply, maintenance and install.**
- b) Catering equipment supply, maintenance and install.**
- c) Fire equipment supply, maintenance and install and provision of Fire Risk Assessments / consultancy.**
- d) HVAC equipment supply, maintenance and install.**
- e) Cleaning supplies in regard to; laundry detergents, laundry disinfectants, room disinfection solutions**

**Request for information on the following:**

**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.**

**i) Please highlight any credits received or cost deductions made due to poor service for the duration of the contract.**

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

**i) Please confirm all suppliers who competed and their scoring following evaluation.**

**ii) Please provide a copy of the winning submission and contract in place.**

**iii) Please confirm the expected retender date.**

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

**3) Please confirm the SLA Levels in place for the listed services.**

**i) Please confirm the SLA Levels reached by current suppliers for the listed services.**

**4) Please provide your most recent asset list for the above services.**

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

Your request has been handled under the FOIA.

I can confirm the MoJ holds all of the information you have requested. However, to provide as the request currently stands would exceed the cost limit set out in the FOIA.

Section 12(1) of the FOIA means public authorities are not obliged to comply with a request for information if it estimates the cost of complying would exceed the appropriate limit. The appropriate limit for central government is set at £600. This represents the estimated cost of one person spending 3.5 working days determining whether the department holds the information, and locating, retrieving and extracting the information.

Where section 12 applies to one part of a request we refuse all of the request under the cost limit as advised by the Information Commissioner's Office.

The listed services are managed by different departments across the MOJ which would need to be contacted to collate a full and accurate response to your request.

In addition to this, the individual aspects of your request, (For example Claims/Credits, Spend, Contract Information and Tendering Procedures) are recorded within their own 'portals' on our online system, meaning that each department would have to locate the information individually before collating for each contract/service.

This may include manual records which are managed at Service/Operational level.

Therefore, as a whole, we believe that this would exceed the appropriate limit.

Although we cannot answer your request at the moment, we may be able to answer a refined request within the cost limit. You may wish to consider, for example, reducing the volume of your request by requesting information on one service and/or contract; or reducing the amount of questions asked. Please be aware that we cannot guarantee at this stage that a refined request will fall within the FOIA cost limit, or that other exemptions will not apply.

Outside the scope of the Act, we would like to direct you to Contracts Finder

<https://www.contractsfinder.service.gov.uk/Search> where you may be able to find some of the information you are seeking.

Contracts Finder is also where future opportunities are advertised.

In addition to advertising opportunities on Contracts Finder, the MOJ also utilises a number of frameworks set up by other public sector bodies for example Crown Commercial Services. Details of all the frameworks available through Crown Commercial Services can be found via <https://www.crowncommercial.gov.uk/agreements>

For guidance on how to structure successful requests please refer to the ICO website on the following link: [http://ico.org.uk/for\\_the\\_public/official\\_information](http://ico.org.uk/for_the_public/official_information)

[http://www.legislation.gov.uk/ukxi/2004/3244/pdfs/ukxi\\_20043244\\_en.pdf](http://www.legislation.gov.uk/ukxi/2004/3244/pdfs/ukxi_20043244_en.pdf)

## **Appeal Rights**

If you are not satisfied with this response you have the right to request an internal review by responding in writing to one of the addresses below within two months of the date of this response.

[data.access@justice.gov.uk](mailto:data.access@justice.gov.uk)

Disclosure Team, Ministry of Justice, 10.38, 102 Petty France, London, SW1H 9AJ

You do have the right to ask the Information Commissioner's Office (ICO) to investigate any aspect of your complaint. However, please note that the ICO is likely to expect internal complaints procedures to have been exhausted before beginning their investigation.

Yours sincerely

**Commercial and Contract Management**