



**The Commissioner for
Public Appointments**

Civil Service Commission

1 Horse Guards Road, London, SW1A 2HQ
Telephone 020 7271 0828
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By email only: request-594527-d1734277@whatdotheyknow.com

13 August 2019

Our Reference: FOI 1264

Dear Mr Wheeler-Bailey,

Thank you for your email dated 2 August to the Office of the Commissioner for Public Appointments, which requested the following information:

Could I please ask the following questions relating to your software systems:

Finance system:

- *Who is your current provider?*
- *When does the contract expire, and do you have extension options?*
- *What is the value of the contract?*
- *What modules do you use e.g. general ledger?*
- *What is your budget?*
- *When did the contract start?*

Procurement system:

- *Who is your current provider?*
- *When does the contract expire, and do you have extension options?*
- *What is the value of the contract?*
- *What is your budget?*
- *When did the contract start?*

Invoicing:

- *What is your current invoice process?*
- *Do you have an electronic invoicing system in place?*
- *If so, when does this expire and is there extension options?*
- *Who is the current provider?*
- *What is the value of the contract?*
- *What is your annual paper usage?*

I am dealing with this request under the terms of the Freedom of Information Act 2000 (the Act).

The Office of the Commissioner for Public Appointments (OCPA) shares an office and secretariat with the Civil Service Commission (CSC) and Advisory Committee on Business Appointments (ACOBA). These organisations are sponsored by the Cabinet Office, which provides finance services, including invoicing, to the secretariat. Procurement systems are provided by Crown Commercial Services, in accordance with Cabinet Office procurement policy. These services are paid for via annual overheads charges.

You can make a Freedom of Information request to Cabinet Office by contacting foi-team@cabinetoffice.gov.uk

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:

Chief Executive
Civil Service Commission
Room G/08
1 Horse Guards Road
London
SW1A 2HQ

E-mail: chief.executive@csc.gov.uk

You should note that the Civil Service Commission 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 Civil Service Commission. The Information Commissioner can be contacted at:

The Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
SK9 5AF

Yours sincerely,

Daniella Emery
Commission Secretariat