

Ref: FOI/GS/ID 5510

Please reply to:
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Trust Management
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Freedom of Information Act 2000

I am writing in response to your request for information made under the Freedom of Information Act 2000 in relation to Contract Register.

You asked:

The contract register should display all the organisations existing/live contracts I would like the register to display the following columns/headings:

1. *Contract Reference*
2. *Contract Title*
3. *Procurement Category*
4. *Supplier Name*
5. *Spend (Total or Annual)*
6. *Contract Duration*
7. *Contract Extensions*
8. *Contract Starting Date*
9. *Expiration Date*
10. *Contract Description [Please provide me with as much detail as possible.]*
11. *Contact Owner (Full contact details if possible.)*
12. *CPV codes/ProClass*
13. *Contract Reference*

Contract Data/API Contact Details

14. *Can you also provide me with contact details of the person responsible for the actual contract's register or someone responsible for API? [Name, Job Title, Telephone, Email Address] At the very least provide me with their actual job title.*

(Meaning of API "a set of functions and procedures that allow the creation of applications which access the features or data of an operating system, application, or other service.")

IMPORTANT

1. *For those organisation planning to make an exemption, the spend information I have requested is an overall figure and I am not requesting a complete breakdown of services relating to the spend.*
 2. *If the organisation has a CRM or Contract system or a similar system there should be a facility to download and extract contract data.*
 3. *You may forward me a Weblink to a portal to download the contract register, please make sure all of the organisation's contracts are provided as doing prior research I have found that most organisations have only uploaded a small portion of all of their contracts.*
- Please do not think that this is the only information I require if you could provide me with more information that would be great.*
- Please provide me with the contract's register file in an excel format.*

Trust response:

The Trust does not have a mature register that would provide this data – it is being developed at the moment but is not complete.

In order to provide the data requested would be a manual task that would take longer than the 18 hours allowed.

The Trust is aiming to have completed this piece of work in 3 months' time should you wish to re-submit the request.

This role falls under the remit of the Chief Finance Officer. Further details can be found on the Trust website www.MTW.NHS.UK