

Ref: FOI/GS/ID 7682

Please reply to:
FOI Administrator
Trust Management
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Maidstone, Kent
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Email: mtw-tr.foiadmin@nhs.net
www.mtw.nhs.uk

29 June 2023

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 Printed Stationery and Managed Service Print.

You asked:

In respect to details of current contract details for Printed stationery and Managed Service print, covering both your operational print requirements and Communications team requirements.

The details we require are;

- 1. Details of Current contract/framework details for Printed Stationery and Managed Service Print including offsite stockholding, online ordering/ consolidated invoicing*
- 2. Communications department Print spend, and if covered contractually.*
- 3. Start date and duration of the contract/framework*
- 4. Suppliers who applied for inclusion on each framework/contract and were successful & not successful at the PQQ & ITT stages.*
- 5. Actual spend on contract/framework from the start of the contract to the current date broken down by Contractual managed stock and ad-hoc (Non-Stock) spend.*
- 6. What is the trust spending on print – both operational and Communications spend that isn't covered contractually?*
- 7. Could you please provide a copy of the service/product specification given to all bidders for when this contract was last advertised?*
- 8. Is there an extension clause in the framework(s)/contract(s) and, if so, the duration of the extension?*
- 9. Has a decision been made yet on whether the framework(s)/contract(s) are being either extended or renewed?*
- 10. Who is the senior officer(s) (both inside and outside of procurement) responsible for this contract?*

Trust response:

1. No current contract.
2. I have been unable to source this information. Please let me know if this is still required and I will continue to chase for a response.
3. Not applicable
4. Not applicable
5. Not applicable
6. The Trust has estimated that it will cost more than the appropriate limit to consider this part of your request. The appropriate limit is specified in regulations and represents the estimated cost of one person spending 3½ working days in determining whether the Trust holds the information, locating, retrieving and extracting the information. Under Section 12 of the Freedom of Information Act 2000 the Trust is not obliged to comply with this part of your request and we will not be processing this part of your request further.
7. Not applicable
8. Not applicable
9. No
10. The Trust considers the names and contact details requested exempt under Freedom of Information Act 2000 Section 40(2) (personal information) as it relates to the personal information of employees. These members of staff are not of sufficient senior level where there is reasonable expectation that this information would be released into the public domain.
The Trust follows guidance issued by the Information Commissioner's Office on the disclosure of personal data including direct contact details.
This role falls under the remit of the Chief Finance Officer.
The Trust Executive structure chart and details of the above positions is available on the Trust website www.mtw.nhs.uk
To contact members of the board, please contact the Executive secretarial team on telephone 01622 226412.