



[Redacted]

Date  
08 August 2024

[Redacted]

Post Office  
100 Wood Street  
London EC2V 9ER

Your Ref: N/A

**Classification:**  
Public

Dear [Redacted],

## Freedom of Information Request – FOI2024/01039

We are writing in response to your email received by Post Office Limited (“**Post Office**”) on 19 July, which has been dealt with under the terms of the Freedom of Information Act 2000 (“**FOIA**”).

In your email you have requested the information shown verbatim in bold below:

**“I would like to make an FOI request for information relating to the following contract award: Branch POS Equipment & Peripherals RFP**

**Please can you provide a breakdown of the items included in this contract?  
For each item, could you provide the following information, preferably in a CSV or Excel file:**

- 1. Product Name**
- 3. Product Brand**
- 4. EAN number (where applicable)**
- 5. SKU number (where applicable)**
- 6. Manufacturer name**
- 7. Part Number**
- 8. Requested Quantity**
- 10. Price per item**

**If any of this request is outside the scope of the FOIA, please answer what you can and advise and assist on the best way to uncover the remainder of the information.**

## Could I please get a reference number for this request?"

We can confirm that Post Office does hold information pertinent to your request which can be found in the attached.

The individual pricing elements are being withheld as they fall under the exemption in section 43(2) of the FOIA, which relates to information which would, or would be likely to, prejudice the commercial interests of any person or company (including the public authority holding it). In applying this exemption, we have had to balance the public interest in withholding the information against the public interest in disclosure.

Post Office recognises that there is a public interest in disclosure of individual pricing elements as this helps promote transparency in Post Office business and reassurance regarding the way public money is being spent. However, there is a strong public interest in withholding the information to ensure public procurements are run in such a way that ensures all bidders are treated fairly and equally. If this information is released, it is likely to undermine the integrity of future procurements in that it may put the suppliers and Post Office at a disadvantage.

This in turn could deter suppliers from competing on future tenders as they may be reluctant to undergo such processes if they have reason to believe the details that they provide will be made publicly available. The consequence of which is a weaker tender process, with suitable suppliers deciding not to participate due to concerns of confidential information being made public.

This information could also harm our ability to operate in a commercial environment providing a benchmark to future suppliers as to what might be agreeable and undermine our ability to negotiate a better value for the public.

For reference please see the link to the published contract award notice as follows:

[Branch POS Equipment & Peripherals RFP - Contracts Finder](#)

If you are dissatisfied with the handling of this response, you do have a right to request an internal review. You can do this by writing to the address above within 40 working days of receipt of this response stating your reasons for your internal review request or alternatively, by emailing [information.rights@postoffice.co.uk](mailto:information.rights@postoffice.co.uk).

If, having requested an internal review by Post Office, you are still not satisfied with our response you also have a right of appeal to the Information Commissioner at:

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

Telephone: 0303 123 1113  
[www.ico.org.uk/foicomplaints](http://www.ico.org.uk/foicomplaints)

Yours sincerely,

Information Rights Team  
[information.rights@postoffice.co.uk](mailto:information.rights@postoffice.co.uk)  
<https://corporate.postoffice.co.uk/en/governance/access-to-information/access-to-information/>

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