



[Redacted]
[Redacted]
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Date
30 May 2024

Post Office
100 Wood Street
London EC2V 9ER

Your Ref:

Classification:
Public

Dear [Redacted],

Freedom of Information Request – FOI2024/00634

We are writing in response to your email received by Post Office Limited (“**Post Office**”) on 18 April, 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. We can confirm that Post Office does hold the information you have requested.

“Please can you respond to the following request for Information.

The details I require are:

Spend on Office supplies and associated products for the below financial years.

1st April 2022 - 31st March 2023

£5,347,451

1st April 2023 - 31st March 2024

£5,397,882

Start date & duration of Contract?

The initial term of the current contract is 01/01/2021 to 29/12/2023. This contract is a call off under the CCS Framework RM6059 Lot 2_ Office and Electronic Office Supplies

Is there an extension clause in the contract and, if so, the duration of the extension?

There are options of two compliant extensions of 1 year (1+1). The contract has been extended until 31/12/2025,

Has a decision been made yet on whether the contract is to be either extended or renewed?

Post Office has started work on reprocurring using the new Crown Commercial Service (CCS) Framework; RM6299-Office-Solutions-Framework, Lot1 and will be looking to award from this in the next 2 months.

Who is the senior officer (outside of procurement) responsible for the contract?

Post Office considers any information concerning the name of the individual responsible for procuring office supply contracts to be exempt from disclosure under FOIA as 'personal information' as set out in section 40(2) and section 40(3A)(a) FOIA. These sections provide that any information to a request for information relates is exempt information if it constitutes personal data and the disclosure of that personal data to a member of the public otherwise than under the FOIA would contravene any of the data protection principles (set out in Article 5(1) of the EU General Data Protection Regulation (GDPR) (Section 40(7) of the FOIA)). Post Office considers that disclosure to you would contravene the 'lawfulness, fairness and transparency' principle set out at Article 5(1)(a) of the GDPR. Post Office also considers that it has no lawful basis on which to disclose to you that personal data since none of the lawful bases listed under Article 6(1) of the GDPR are available to it.

However, we can advise that future awards and opportunities will be published in accordance with Public Contract Regulations 2015. Further queries can be made via email to: procurement@postoffice.co.uk

Name of Incumbent Supplier?

Banner Group Limited

How long have you traded with them?

Since February 2014

If you publish your register of contracts and purchasing, can you please provide a website link.

We publish our contract award and procurement opportunities on Find a Tender Service (FTS) at <https://www.gov.uk/find-tender> and Contracts Finder (CF) at <https://www.gov.uk/contracts-finder>.

As a Public Organisation, we operate a Competitive Procurement Process subject to the Public Contracts Regulations 2015 (PCR). Post Office Limited often utilise PCR compliant frameworks and we would encourage companies who want to work with Post Office to engage with relevant framework opportunities which are published on Find a Tender Service (FTS) and Contracts Finder (CF).

In addition, can you confirm if you have a contract in place for Tail End Spend.”

Our Office Supplies contract covers all our requirements.

During the global supply issues caused by the invasion of Ukraine in 2022 we did contract with an additional supplier for contingency stock. This was a short term arrangement also using the CCS Framework RM6059 Lot 2_ Office and Electronic Office Supplies.

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.

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

Yours sincerely,

Information Rights Team

information.rights@postoffice.co.uk

<https://corporate.postoffice.co.uk/en/governance/access-to-information/access-to-information/>

Post Office Limited is committed to protecting your privacy, information about how we do this can be found on our website at www.postoffice.co.uk/privacy