



[Redacted]

Date
13 September 2024

Post Office
100 Wood Street
London EC2V 9ER

Your Ref:

Classification:
Public

Dear [Redacted],

Freedom of Information Request – FOI2024/01217

We are writing in response to your email received by Post Office Limited (“**Post Office**”) on 30 August 2024, 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 be grateful if you would provide details of your current contract covering reprographics/print arrangements under the Freedom of Information Act 2002 as follows

We can confirm that Post Office does hold some of the information you have requested.

1. Number of MFDs (Multi-functional devices) & photocopiers at Post Office Ltd

The number of multi-functional devices and photocopiers at Post Office are 250.

2. Name of incumbent supplier. Contracts Finder says Ricoh

The supplier is Ricoh.

3. Start/end date of contract (if expired, WHEN do you expect to revisit the marketplace). Contracts Finder says contract ended 29/8/23

The start date was the 30 August 2024, and the end date is 29 August 2025.

4. Details of any extension options

There is a one-year extension available.

5. What framework / Route to market used

The Crown Commercial Services (CCS) framework RM6174 Lot 2 - Multifunctional Print Devices (MFDs) Print Management, Digital Workflow Software.

6. Number of regular/desktop printers (in addition to above)

7. Is there a support contract on above, if yes please state start/end date

Post Office does not hold any information in respect to the questions 6 and 7 above.

8. Does the Post Office have a Print Room

9. If yes, name of supplier, number of devices and start/end date of contract, also details of any extension options

10. Total annual print/copy volumes including, if applicable your Print Room, for (a) mono (b) colour

11. What Print software does the Post Office run

Post Office does not have a print room, therefore to Q's 8, 9, 10 and 11 above, there is no information held.

12. Your total annual spend on print

We can advise that the previous year's spend was £214,314.63 (ex VAT). The Contract value is £320,000 (ex VAT), there is no committed spend to the full amount under this arrangement.

13. Who at the Post Office is responsible for print"

Post Office considers any information concerning the name of the individual responsible for procuring printer 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 which 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 acknowledges that disclosing this information would contravene the 'lawfulness, fairness and transparency' principle set out at Article 5(1)(a) of the GDPR. There is no lawful basis on which to disclose this personal data since none of the lawful bases listed under Article 6(1) of the GDPR are available to it. However, I can advise that future opportunities will be published in accordance with Public Contract Regulations 2015. Further queries can be made via email to procurement@postoffice.co.uk.

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/>

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