

Information Governance

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Website: <https://www.elft.nhs.uk>

19 January 2023

Our reference: FOI DA4361

I am responding to your request for information received **12th September 2022**. I am sincerely sorry for the delay in responding to your request. This has been treated as a request under the Freedom of Information Act 2000.

I am now enclosing a response which is attached to the end of this letter. Please do not hesitate to contact me on the contact details above if you have any further queries.

Yours sincerely,



Shuchi Joshi
Senior Information Governance Coordinator – Information Rights

If you are dissatisfied with the Trust's response to your FOIA request then you should contact us and we will arrange for an internal review of this decision.

If you remain dissatisfied with the decision following our response to your complaint, you may write to the Information Commissioner for a decision under Section 50 of the Freedom of Information Act 2000. The Information Commissioner can be contacted at:

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

Tel: 0303 123 1113
Web: www.ico.org.uk

Please note that the data supplied is not allowed to be re-used and/or published without the explicit consent of East London NHS Foundation Trust. Please contact the signatory to request permission if this is your intention



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'what matters' to everyone, achieve a better quality
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Chief Executive: Paul Calaminus
Chair: Eileen Taylor

Request: I would be most grateful if you would provide me, under the Freedom of Information Act, details 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.

Question 1: Details of Current contract/framework details for Printed Stationery and Managed Service Print including offsite stockholding, online ordering/ consolidated invoicing

Answer: The Trust has reviewed question 2 of your request for information under the Freedom of Information Act (FOI) 2000.

Section 21(1) of the FOI Act states:

(1) Information which is reasonably accessible to the applicant otherwise than under section 1 is exempt information.

The information requested is accessible here:

<https://www.elft.nhs.uk/sites/default/files/2022-06/DA4104%20Stationary%20contracts.pdf>

Question 2: Communications department Print spend, and if covered contractually.

Answer: The Trust has reviewed question 2 of your request for information under the Freedom of Information Act (FOI) 2000.

Section 1(1) of the Freedom of Information Act 2000 states:

Any person making a request for information to a public authority is entitled—
(a) to be informed in writing by the public authority whether it holds information of the description specified in the request, and
(b) if that is the case, to have that information communicated to them.

East London NHS Foundation Trust Communications department is outsourced and as such spend on their printing forms part of the overall contract.

Question 3: Start date and duration of the contract/framework

Answer: Printed stationery - start date of 1st Sept 22. Duration is three years

Managed print – start date of 12th January 2019. Duration of approximately five years (to 30th November 2024).

Question 4: Suppliers who applied for inclusion on each framework/contract and were successful & not successful at the PQQ & ITT stages.

Answer: Printed stationery - this was a direct award off the East of England Framework

Managed print – this was an award via an LPP mini competition.

Question 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.

Answer: The Trust has reviewed question 5 of your request for information under the Freedom of Information Act (FOI) 2000.



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(a) to be informed in writing by the public authority whether it holds information of the description specified in the request, and
(b) if that is the case, to have that information communicated to them.

East London NHS Foundation Trust does not centrally record the information about printed stationary and is therefore unable to provide a response.

Managed print - £216,509

Question 6: What is the trust spending on print – both operational and Communications spend that isn't covered contractually?

Answer: The Trust has reviewed question 2 of your request for information under the Freedom of Information Act (FOI) 2000.

Section 21(1) of the FOI Act states:

(1) Information which is reasonably accessible to the applicant otherwise than under section 1 is exempt information.

The information requested is accessible here:

<https://www.elft.nhs.uk/sites/default/files/2022-06/DA4104%20Stationary%20contracts.pdf>

Question 7: Could you please provide a copy of the service/product specification given to all bidders for when this contract was last advertised?

Answer: Printed stationery - contract re-awarded via a direct award. The same service specification was used as in the previous contract held with the supplier.

Managed print – contract awarded via the London Procurement Contract

Question 8: Is there an extension clause in the framework(s)/contract(s) and, if so, the duration of the extension?

Answer: Printed stationery - yes, 2 x 12 months each (total 24 months)

Managed print – no, there is no extension clause

Question 9: Has a decision been made yet on whether the framework(s)/contract(s) are being either extended or renewed?

Answer: Printed stationery - yes, contract renewed and already commenced.

Managed print – no, no decision has been made

Question 10: Who is the senior officer(s) (both inside and outside of procurement) responsible for this contract?

Answer: Dr Mohit Venkataram
Executive Commercial Director



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