

21 November 2024

**ICO Case Reference IC-340587-J7K0**

**Request**

You asked:

*"I would be grateful if you would provide details of your current contract covering reprographics/print arrangements under the Freedom of Information Act 2000 as follows*

- 1. Number of MFDs (Multi-functional devices) & photocopiers at Information Commissioner's Office*
- 2. Name of incumbent supplier*
- 3. Start/end date of contract (if expired, WHEN do you expect to revisit the marketplace)*
- 4. Details of any extension options*
- 5. What framework / Route to market used*
- 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*
- 8. Does the ICO 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 ICO run*
- 12. Your total annual spend on print"*

We received your request on 29 October 2024.

We have handled your request under the Freedom of Information Act 2000 (the FOIA).

### **Our response**

We hold some information in scope of this request.

We routinely publish information about current contracts with a total contract value over £10,000 online. The information linked below includes details about our print contract, including supplier, contract name, start date, end date and contract amount. It answers questions 2, 3 and 12.

[ICO current contracts - June 2024](#)

Please find answers to your other questions below.

*1. Number of MFDs (Multi-functional devices) & photocopiers at Information Commissioner's Office*

There are 14 MFDs at the ICO.

*4. Details of any extension options*

Our current contract is an extension.

*5. What framework / Route to market used*

RM CCS 1599.

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

None.

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

Information not held. There is no separate support contract.

*8. Does the ICO have a Print Room*

We do not 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*

Information not held.

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

Information not held.

11. *What Print software does the ICO run*

We use UniFlow software.

## **Information withheld**

### **Section 21 FOIA**

As certain information about our contract is reasonably accessible to you, technically it is withheld under [section 21](#) of the FOIA. This is because we don't need to provide you with a copy of information when you already have access to it elsewhere.

That concludes our response to this request.

## **Next steps**

You can ask us to review our response. Please let us know in writing if you want us to carry out a review. Please do so within 40 working days.

You can read a copy of our full [review procedure](#) on our website.

If we perform a review but you are still dissatisfied, you can complain to the ICO as regulator of the FOIA. This complaint will be handled just like a complaint made to the ICO about any other public authority.

You can [raise a complaint](#) through our website.

## **Your information**

Our [privacy notice](#) explains what we do with the personal data you provide to us, and sets out [your rights](#).

Our [Retention and Disposal Policy](#) details how long we keep information.

Yours sincerely,



Information Access Team

Strategic Planning and Transformation

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