

## Freedom of Information (Scotland) Act 2002

<b>Date received</b>	20/06/2022	<b>Subject</b>	MFD and Print Information		
<b>Passed to</b>	IT Finance	<b>Date passed</b>	21/06/2022	<b>Respond by</b>	11/07/2022
<b>Category</b>	Business	<b>FOI number</b>	2022-220		

### Question/s to be answered

I would like to make a request for the following information relating to the authority's current Multi-Functional Devices and printing/scanning services contract(s).

Could you please confirm the following:

1. What services are included in the contract(s)? (e.g. printing vs scanning etc)

Print and scan

2. Which supplier is delivering it? (If in-house, please confirm)

Ricoh

3. How many contracts does this entail and what's the award value for each?

1 national contract. NHS Shetland average annual spend is £30,000

4. When do these contracts expire and do they have any extensions?

2024

5. What is the annual volumetric data (split by Annual Mono and Annual Colour print)?

Colour 480,000

B/W 240,000

(These are averaged figures calculated based on a typical device usage)

6. What is the total number of devices supplied?

45

7. What Managed Print Service software solution do you use?

None

8. How many Mono MFDs do you have?

0

9. How many Colour MFDs do you have?

45

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10. What document management solution do you use?

N/A

11. Do you use Trakcare?

Yes

12. What High Volume printing devices do you use?

Ricoh MFD. Our volumes would not be classed as high volume

13. Were any framework agreements used to procure the goods/services? If so, which ones?

NHS Scotland National Services MFD Contract

14. Any documentation you can provide me with, e.g. the order form

N/A

15. What department is managing the contract and who's the decision-maker?

Head of Information and Digital Technology, 01595 7432109

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