

Direct Line: 01623 672232  
Our Ref: 53709  
E-mail: [sfh-tr.foi.requests@nhs.net](mailto:sfh-tr.foi.requests@nhs.net)

**King's Mill Hospital**  
Mansfield Road  
Sutton in Ashfield  
Nottinghamshire  
NG17 4JL

**RE: Freedom of Information Request**

Tel: 01623 622515  
Join today: [www.sfh-tr.nhs.uk](http://www.sfh-tr.nhs.uk)

**23<sup>rd</sup> February 2024**

Dear Sir/Madam

With reference to your request for information received on 23<sup>rd</sup> January 2024, I can confirm in accordance with Section 1 (1) of the Freedom of Information Act 2000 that we do hold the information you have requested. A response to each part of your request is provided below.

In your request you asked:

## 1. Details of Current Contracts:

**Please can you provide details of current contracts for Managed Print Services and Reprographic Services? Specifically, I am interested in:**

- **The start and end dates of these contracts.**  
B&B Press: Start – March 2022. End – Dec 24.  
CDP: End – Dec 24.
- **The annual value of each contract.**  
B&B Press: – 01.01.23 – 31.12.23: £22,559  
CDP: – 01.01.23 – 31.12.23: £49,430.50
- **The names of the service providers involved.**  
B&B Press & CDP
- **Are there any extension clauses in these contracts, if so how long?**  
No

## 2. Procurement Process:

- **What process was used for the procurement of these services (e.g., open tender, direct award)?**  
Single Tender waiver.
- **Where any frameworks used for the procurement? If so, which ones?**  
No.

## Home, Community, Hospital.

Patient Experience Team  
01623 672222  
[sfh-tr.pet@nhs.net](mailto:sfh-tr.pet@nhs.net)



We are proud to  
be a smoke-free  
site

**Chair** Claire Ward  
**Chief Executive** Paul Robinson

### 3. Service Specifications:

- **What are the key performance indicators (KPIs) and service level agreements (SLAs) outlined in these contracts?**

Free of charge carriage, dedicated member of staff, availability of stock reports, providing of proofs, electronic ordering systems.

- **How does the Authority evaluate the performance of these services?**

Trust utilises regular reports from the supplier & maintains frequent contact with dedicated member of staff.

### 4. Environmental Impact Considerations:

- **Does the Authority have any policies or criteria in these contracts related to environmental sustainability or carbon footprint reduction?**

No

### 5. Expenditure and Usage Data:

- **Can you provide a summary of expenditure on Managed Print Services and Reprographic Services for the last two financial years?**

Row Labels		2022	2023	Grand Total
B&B PRESS (PARKGATE) LTD	£	77,300.50	£ 22,559.00	£ 99,859.50
CDP PRINT LTD	£	73,359.25	£ 49,430.50	£ 122,789.75
DAWSON PRINT & DESIGN	£	7,312.20	£ 4,298.25	£ 11,610.45
IMPRINT	£	3,575.23	£ 5,247.50	£ 8,822.73
JONES AND BROOKS LIMITED	£	23,710.00	£ 26,861.50	£ 50,571.50
NOTTINGHAM COUNTY COUNCIL	£	400.00	£ 220.00	£ 620.00
RATCLIFF & ROPER	£	2,122.00	£ 3,864.00	£ 5,986.00
<b>Grand Total</b>	<b>£</b>	<b>187,779.18</b>	<b>£ 112,480.75</b>	<b>£ 300,259.93</b>

6. **Additionally, could you provide any available data on the volume of printing and reprographic services utilised during the same period?**

2022/2023 – 20,584,031

2023/2024 – 20,290,351

7. **Please can you provide numbers and a breakdown summary of current devices in use, i.e A3/A4, colour/mono etc?**

117 MFDs which are mono & colour (A3&aA4)

182 Desktop printers – 39 colour & 143 mono

8. **If you could also please provide the best contact for the running of these services, that would be very much appreciated.**

[sfh-tr.procurement.helpdesk@nhs.net](mailto:sfh-tr.procurement.helpdesk@nhs.net)

I trust this information answers your request. Should you have any further enquiries or queries about this response please do not hesitate to contact me. However, if you are unhappy with the way in which your request has been handled, you have the right to ask for an internal review. Internal review requests should be submitted within two months of the date of receipt of the response to your original letter and should be addressed to: Sally Brook Shanahan, Director of Corporate Affairs, King's Mill Hospital, Mansfield Road, Sutton in Ashfield, Nottinghamshire, NG17 4JL or email [sally.brookshanahan@nhs.net](mailto:sally.brookshanahan@nhs.net).

If you are dissatisfied with the outcome of the internal review, you can apply to the Information Commissioner's Office, who will consider whether we have complied with our obligations under the Act and can require us to remedy any problems. Generally, the Information Commissioner's Office cannot decide unless you have exhausted the internal review procedure. You can find out more about how to do this, and about the Act in general, on the Information Commissioner's Office website at: <https://ico.org.uk/your-data-matters/official-information/>.

Complaints to the Information Commissioner's Office should be sent to FOI/EIR Complaints Resolution, Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF. Telephone 0303 1231113, email [casework@ico.org.uk](mailto:casework@ico.org.uk).

If you would like this letter or information in an alternative format, for example large print or easy read, or if you need help with communicating with us, for example because you use British Sign Language, please let us know. You can call us on 01623 672232 or email [sfh-tr.foi.requests@nhs.net](mailto:sfh-tr.foi.requests@nhs.net).

Yours faithfully

### **Information Governance Team**

All information we have provided is subject to the provisions of the Re-use of Public Sector Information Regulations 2015. Accordingly, if the information has been made available for re-use under the [Open Government Licence](#) (OGL) a request to re-use is not required, but the licence conditions must be met. You must not re-use any previously unreleased information without having the consent from Sherwood Forest Hospitals NHS Foundation Trust. Should you wish to re-use previously unreleased information then you must make your request in writing. All requests for re-use will be responded to within 20 working days of receipt.