Freedom of Information Request FOI 25 40

Print and ICT Procurement

Query and Response:

A. Print Estate Overview

1. What is the total number of photocopiers, multi-functional devices (MFDs), single-function printers, and dedicated print room devices currently in use across the organisation?

Please include:

- The manufacturer of each device and models in use **DWFRS has 69 MFDs which are Ecosys M6235CIDN, TASKalfa 3253 CI, TASKalfa 6053 CI, HP Designjet T630.**
- The current supplier or service provider **Kyocera and Amazon for standalone printers**
- Print management software in use: ie, PaperCut, Vasion Print, HP Secure Print, SafeQ **MYQ**

2. Do you utilise any other types of printers such as the below list, and if yes, please provide details of the numbers, manufacturer and supplier details:

- Wide format printers **As mentioned above 2 x HP Designjet T630 A1 printers (Supplier Amazon)**
- Label printers **2 x Zebra ZT 420 (Pro Cloud Bluelight)**
- ID badge printers **2 x IDP Smart 51**
- Braille printers **NIL**

B. IT and Print Supply Chain

1. Please list all Print and IT resellers or suppliers you currently engage with for:

- Toners and consumables – **This forms part of our current printer contract with Kyocera.**
- Parts and servicing – **This forms part of our current printer contract with Kyocera.**
- Procurement of laptops, PCs, tablets, and other end-user devices – **DWFRS has an annual rolling programme and the supplier varies dependent on the framework used and which suppliers are on the framework offering the devices required. Currently out to procurement via Lot 2 of the CCS Technology Products & Associated Services 2 RM6098 framework**.

2. What are the contract durations (start and end dates) associated with each of the above suppliers?

- **Kyocera 5 yrs 2019 to 2024**
- **Kyocera 1 year contract 2024 to 2025**
- **CCS Framework annually April 25 to Mar 26**

C. Technology Refresh Cycles and Hardware Estate

1. When is your next scheduled refresh or renewal for:

- Print hardware – **Procurement is underway for replacement, contract out on framework CCS's RM6174 Multifunctional Devices (MFDs), Print and Digital Workflow Software Services and Managed Print Service Provision Framework - Lot 2: Multifunctional Print Devices (MFDs) Print Management, Digital Workflow Software.**
- End-user computing devices **– Annual rolling programme**

- Core IT infrastructure – **main replacement due 2027/28**

2. Who is your current supplier for print and MFD devices deployed across your estate? **Kyocera**

3. Which brands of devices are currently deployed for print? **MFDs which are Ecosys M6235CIDN, TASKalfa 3253 CI, TASKalfa 6053 CI, HP Designjet T630**

Which brands of devices are currently deployed for end user computing (e.g. HP, Samsung, Epson, Dell, Apple, etc.)? **Lenovo, Apple and Dell.**

D. Procurement Routes

1. How were the above devices and services procured? **CCS Framework, RFQ and Open Tenders.**

2. Was this via a public sector framework, open tender, or another route? If procured via a framework**,** please specify the framework name and whether this was through a mini-competition or direct award. **See above frameworks stated.**

E. Spend and Volumes

1. What is the annual spend on printing (including both hardware and ongoing costs such as consumables and servicing)? **200K over 5 years**

2. What is your annual print/copy volume (approximate if necessary)? **1,510,204 print outs**

3. What is your approximate annual spend on ICT hardware, including:
- Laptops and PCs **- £76,000**
- Monitors, displays, and signage **£10,500**
- Audio visual equipment (including touch screens) **£5,600**
- Visitor management systems **N/A**
- Tablets and mobile devices **£8,500**

F. Key Contacts

1. Who is responsible for managing your print/MFD estate and related contracts? - Please provide job title(s) and, where available, contact information.

Fiona Kiernan – Tatem, Head of ICT 01722 691000
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2. Who is responsible for the procurement and management of end-user computing devices (laptops, PCs, Macs, tablets, etc.)? Please provide job title(s) and, where available, contact information.

Fiona Kiernan – Tatem, Head of ICT 01722 691000
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Information/Detail accurate on the date provided: 30, April 2025