

Annex – Request

You requested the following:

1. *Approximately, how much do you spend per annum on print and photocopier services?*
2. *How many photocopier, printer and Multi-functional devices do you have?*
3. *Are these from a single manufacturer or several?*

Please give details:

4. *Do you have a current managed print services contract? Yes/No*

If yes please provide details of:

<i>Supplier name:</i>	
<i>Cost of contract:</i>	
<i>Date of commencement:</i>	
<i>Date contract will end:</i>	
<i>Is this part of a MPS Framework?</i>	Yes/No
<i>If yes please provide details of Framework:</i>	
<i>Did you receive any initial assessment of your managed print service needs as part of this arrangement?</i>	Yes/No
<i>Do you know how much this contract is saving you in time and money?</i>	Yes/No <i>If Yes please give details:</i>

5. *How do you procure external Managed Print Services/Photocopier Equipment and Supplies?*

6. *Do you have any planned Managed Print Service procurement?*

If so, please provide details:

7. *Who is responsible for saving money and the quality of your Managed print and Document services decisions and what are their contact details?*
8. *Who is the best person to contact to discuss provision of a free no obligations audit of your print and document service needs and what are their contact details?*

Response

Your request is being answered in the order in which you have made it.

1. £200k – this is part of the Agency’s IT managed services contract.
2. 247
3. Hewlett-Packard, Ricoh and Cannon.
- 4.

Cost of contract:	200 K per annum
Date of commencement:	December 2012
Date contract will end:	February 2017
Is this part of a MPS Framework?	No
If yes please provide details of Framework:	
Did you receive any initial assessment of your managed print service needs as part of this arrangement?	No Self-Assessment was conducted by the FSA
Do you know how much this contract is saving you in time and money?	Yes - 40 k per annum cash saving. Timesavings have been achieved via the follow me print.

5. See answer to Q1 above.
6. No
7. Nick Streets, Head of Procurement,
FSA.Procurement@foodstandards.gsi.gov.uk and Ken Anderson, Chief Information Officer, FSA.IT@foodstandards.gsi.gov.uk

Nick Streets, Head of Procurement (see details above).