

**From:** [Robert Gairey](#) on behalf of [Enquiries](#)  
**To:**  
**Cc:** [Enquiries](#)  
**Subject:** 07 22 01 Freedom of Information request and response  
**Date:** 01 September 2022 10:10:00

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Dear

Thank you for your email, in which you formally request information in regards to Estyn's Multi-Functional Devices and printing/scanning services contract(s).

When dealing with requests for information made under the Freedom of Information Act 2000 (the 'Act'), Estyn's obligations include:-

1. Confirming or denying whether it holds information of the description specified in the request; and
2. Communicating the information requested to the applicant.

There are a number of exemptions under the Act that impact these obligations. Estyn is required to consider whether an exemption applies in the context of the information being released into the public domain, not just in the context of the information being released to the particular applicant that has requested the information.

If Estyn releases information in response to a Freedom of Information request, this is essentially a decision that the information can be released in response to any similar request from any member of the public.

In response to your request, I can confirm the following:

1. What services are included in the contract(s)? (e.g. printing vs scanning etc) – Papercut MF
2. Which supplier is delivering them? (If in-house, please confirm or if multiple provider please identify them) – Konica Minolta
3. How many contracts does this entail and what's the award value for each? 1 contract – annual fee: £3,015.76 + VAT
4. When do these contracts expire and do they have any extensions? – 31 December 2022 – Yes – option to extend for further 2 yrs
5. What is the annual volumetric data (split by Annual Mono and Annual Colour print)? Latest period: 22/7/21- 21/7/22 = 16,332 (black) and 60,123 (colour)
6. What is the total number of devices supplied? - 2
7. What Managed Print Service software solution do you use? Papercut MF Secure Print Solution
8. How many Mono MFDs and Colour MFDs do you have? 2 (offering both colour and black prints)
9. What document management solution do you use? Papercut MF Secure Print Solution
10. What High Volume printing devices do you use? Konica Minolta Bizhub C458
11. Were any framework agreements used to procure the goods/services? If so, which ones? Yes - Crown Commercial Services Framework Agreement for the Provision of Good and/or Services relating to Multifunctional Devices and Services, Managed Print Services and Print Audit Services dated 29th November 2016 (RM3781 – Lot 2).
12. Any documentation you can provide me with, e.g. the order form – N/A
13. What department is managing the contract and who's the decision-maker? Office Services – Head of Finance and Business Services
14. How many Adobe Acrobat (standard, professional and reader) licenses do you have? 0
15. What is the annual cost? N/A
16. When is the renewal date? N/A
17. Who is responsible for the contract? Glyn Coles (Office Manager)
18. Do you use any other PDF editing tools? Yes

If you are not satisfied with the decision Estyn has taken regarding your request for information, you are entitled to request that we review the matter. Your request for a review should be addressed to the Feedback and Complaints Manager, and received no later than 20 working days after the date of this communication.

If you are still not satisfied, you also have a right to complain to the Information Commissioner through their website:

<https://ico.org.uk/about-the-ico/who-we-are/wales-office/>

Telephone: 0303 123 1113

Email: [enquiries@ico.gsi.gov.uk](mailto:enquiries@ico.gsi.gov.uk)

Yours sincerely

Robert Gairey  
Swyddog Arweiniol Cyhoeddiadau / Lead Officer: Publications

Estyn  
Arolygiaeth Ei Mawrhydi Dros Addysg A Hyfforddiant yng Nghymru  
Her Majesty's Inspectorate For Education and Training in Wales

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Gwefan/Website: [www.estyn.llyw.cymru](http://www.estyn.llyw.cymru) / [www.estyn.gov.wales](http://www.estyn.gov.wales)  
Mae Estyn yn croesawu gohebiaeth yn Gymraeg a Saesneg. Bydd gohebiaeth a dderbynnir yn y naill iaith neu'r llall yn cael yr un flaenoriaeth.  
Estyn welcomes correspondence in both English and Welsh. Correspondence received in either language will be given equal priority.

Dilynwch [@EstynAEM](#) / Follow [@EstynHMI](#)

-----Original Message-----

From:

Sent: 12 August 2022 14:10

To: Enquiries <[Enquiries@estyn.gov.uk](mailto:Enquiries@estyn.gov.uk)>

Subject: Freedom of Information request - Multi-Functional Devices and printing/scanning services contract(s)

RHYBUDD: Deilliodd yr e-bost hwn o du allan i system E-bost ESTYN. Peidiwch ag ateb, na chlicio ar ddolenni nac agor atodiadau oni bai eich bod yn adnabod cyfeiriad e-bost yr anfonwr ac yn gwybod bod y cynnwys yn ddiogel. WARNING: This email originated from outside ESTYN's email system. Do not reply, click links or open attachments unless you recognise the sender's email address and know the content is safe.

Dear HM Inspectorate for Education and Training in Wales,

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)

1. What services are included in the contract(s)? (e.g. printing vs scanning etc)
2. Which supplier is delivering them? (If in-house, please confirm or if multiple provider please identify them)
3. How many contracts does this entail and what's the award value for each?
4. When do these contracts expire and do they have any extensions?
5. What is the annual volumetric data (split by Annual Mono and Annual Colour print)?
6. What is the total number of devices supplied?
7. What Managed Print Service software solution do you use?
8. How many Mono MFDs and Colour MFDs do you have?
9. What document management solution do you use?
10. What High Volume printing devices do you use?

11. Were any framework agreements used to procure the goods/services? If so, which ones?
12. Any documentation you can provide me with, e.g. the order form
13. What department is managing the contract and who's the decision-maker?
14. How many Adobe Acrobat (standard, professional and reader) licenses do you have?
15. What is the annual cost?
16. When is the renewal date?
17. Who is responsible for the contract?
18. Do you use any other PDF editing tools?

Yours faithfully,