

**HOUSE OF LORDS
APPOINTMENTS COMMISSION**

Room G/40, 1 Horse Guards Road, London SW1A 2HQ

General Enquiries: 07872 828699

Internet: <http://lordsappointments.independent.gov.uk>

E-mail: enquiry@lordsappointments.gov.uk

Ref: HOLAC FOI 2022/17

11 August 2022

<REDACTED>

By email<REDACTED>

Dear <REDACTED>,

Freedom of Information Act

I am replying to your Freedom of Information request, which the House of Lords Appointments Commission (HOLAC) received on 28 July 2022.

You asked:

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?*

Your request has been dealt with under the Freedom of Information Act 2000 (the Act) and following a search of our paper and electronic records, I have established that the House of Lords Appointments Commission does not hold the information you requested.

The Commission does not have direct responsibility for the provision of its IT and software services. The IT systems used by the Secretariat supporting the Commission are provided by the Cabinet Office. Should you wish to ask the Cabinet Office about its IT and software services, you can do so by contacting the FOI Team at: foi-team@cabinetoffice.gov.uk or

FOI Team
Cabinet Office
Room 3.32
1 Horse Guards Road
London SW1A 2HQ

If you are unhappy with this response to your request, you may write to the Secretary to the Commission, Alison Bennett, to ask for an internal review by another person not involved with this request. Please note that we will not normally accept an application for internal review if it is received more than two months after the date that the reply was issued.

If you are not content with the outcome of your internal review, you may apply directly to the Information Commissioner for a decision.

Generally, the Commissioner cannot make a decision unless you have exhausted the complaints procedure provided by HOLAC.

The Information Commissioner can be contacted at:

The Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
SK9 5AF

Yours sincerely,

Secretariat to the House of Lords Appointments Commission