

## PART 2 – CONFIDENTIAL FACTS AND ADVICE

**DMFD229**

**Title: Procurement of Hardware Break/Fix Contract**

*Information may have to be disclosed in the event of a request under the Freedom of Information Act 2000. In the event of a request for confidential facts and advice, please consult the Information Governance team for advice.*

**This information is not for publication until the stated date, because:**

The report contains commercially sensitive information that should not be released ahead of the tender process.

**Date** at which Part 2 will cease to be confidential or when confidentiality should be reviewed:  
31 November 2024

**Legal adviser recommendation on the grounds for not publishing information at this time:**

In the event the information contained in this Part Two and/or its appendix is the subject of a request for information under section 1 of the Freedom of Information Act 2000 (the "Act"), it is considered that access can be denied on the basis that such information constitutes exempt information under:

Section 43(2) of the Act on the basis that the information in this report includes information which is exempt information if its disclosure under this Act would, or would be likely to, prejudice the commercial interests of any person (including the public authority holding it).

At present, on balance, it is considered that the public interest is best served if the information is not disclosed at this point.

The Information Commissioner has recognised that a wide range of commercial information relating to ongoing procurement activity may be covered by this exemption. In this instance the information in this Part 2 report includes information in relation to future plans to procure a hardware break / fix contract and the Commissioner's financial position in relation to those procurements. The exempt information would disclose the Commissioner's financial position in relation to the proposed procurement to potential bidders and would prejudice the operation of competitive tendering exercise for the new contract.

**Legal Adviser** - I make the above recommendations that this information should be considered confidential at this time

**Name:** TfL Legal

**Date:** 29/01/2024

**Confidential decision and/or advice:**

The information set out in Part One of this report makes the case to procure a hardware break/fix contract, to replace the existing contract which expires in September 2024.

The required expenditure by LFC on this service, requiring the approval of the Deputy Mayor, is up to £4,513,160 over five years from September 2024, plus inflationary increases.

The cost of the new hardware break/fix contract is expected to be in line with current costs which are set out below:

<b>Current budget (annual)</b>	<b>£902,632</b>
<i>Category</i>	
Hardware direct support	£462,362
Managed print service	£187,076
Additional services	£165,194
Support for Poly Devices	£88,000
<b>Total (annual)</b>	<b>£902,632</b>
<i>Five year value</i>	<i>£4,513,160</i>

Anticipated inflationary costs have been addressed via the Medium Term Forecast and are not included in the above figures.

**Financial comments**

This report seeks authority for the necessary expenditure to procure a replacement hardware break/fix contract for five-year period. The maximum expenditure would be for and up to the amount set out above.

Funding for the existing service provision is expected to cover the full cost of the new contract – as outlined above – with no additional funding requirement over the length of the new contract.

All LFC contractual inflationary increases are reviewed on an annual basis. The LFC budgets for inflation on an item-by-item basis, and the LFC will review those assumptions as part of its budget process.

**Confidential appendices and supporting papers**

Part 2 of London Fire Commissioner Report LFC-23-119 – Procurement of Hardware Break/Fix contract