

## PART TWO

### Confidential facts and advice

## 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 Governance Team for advice.

This information is not for publication because:

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

Legal recommendation on the grounds of keeping the information confidential:

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.

The recommended period for non- publication of Part 2 is not before November 2024

Legal Adviser

I make the above recommendations that this information should be considered confidential at

this time.

Name: Thomas Davies	Date: 15/11/2023
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## Confidential decision and/or advice

### Introduction and background

The information set out on 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 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 MTF and are not included in the above figures.

### Objectives and expected outcomes

The objective of this report is to secure authorisation to enter into a new contract for the provision of hardware break fix services (desktop, server, network), when the existing contract comes to an end in September 2024.

### 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.

### Legal comments

None

### Confidential appendices and supporting papers

None