

Freedom of Information Request

Reference Number: [EPUT.FOI.21.2036](#)
Date Received: [7 June 2021](#)

Information Requested:

I would like the organisation to review my freedom of information request below, that's focused around contract data for services around facilities management.

1. Office and building cleaning – Service contract that is focused around office, commercial and building cleaning services.
2. Lift service and maintenance – Service contract for lift service and maintenance.
3. Food – Service contract that is focused around catering services.
4. General waste services contracts – The organisation's primary general waste service contract.
5. Laundry services where clothes and linen can be washed and ironed.

Contract profile questionnaire for each type of contract:

1. Supplier/Provider of the services
2. Total Annual Spend – The spend should only relate to each of the service contracts listed above.
3. A description of the services provided under this contract please include information if other services are included under the same contract.
4. The number of sites the contract covers
5. The start date of the contract
6. The end date of the contract
7. The duration of the contract, please include information on any extensions period.
8. Who within the organisation is responsible for each of these contracts? name, Job Title, contact number and email address.

You may have received the same request in the past. The information sent has now expired and I required an update as soon as possible. If all the information besides the contract dates are the same, I am happy to just receive an update on the contract dates.

Response:

Please see attached spreadsheet

Publication Scheme:

As part of the Freedom of Information Act all public organisations are required to proactively publish certain classes of information on a Publication Scheme. A publication scheme is a guide to the information that is held by the organisation. EPUT's Publication Scheme is located on its Website at the following link <https://eput.nhs.uk>

	Cleaning	Lift Service and Maintenance	Food	Food	Food	Food	General Waste	Laundry
Supplier Name	In-house	Essex Lift Service	Brake Bros	Raynor Foods Limited	Pensworth Dairies	Tillery Valley	SRCL	Synergy
Total Annual Spend		£5000 - £10,000 (Reactive / PPM / Service)	The Trusts annual expenditure is submitted and published in the Trust's annual accounts on Trust web page under Transparency of Transactions		£20,000 - £30,000 (November 2019 - January 2020)	The Trusts annual expenditure is submitted and published in the Trust's annual accounts on Trust web page under Transparency of Transactions		
Description of Service		Lift Service and Maintenance	Fruit and Vegetables and Ambient Food	Sandwiches, Salads and Wraps	Bread and Milk	Cook Chilled Food Service	Total Waste Management Service	Linen and Laundry Service
Number of Sites Covered		Trust wide	Trust wide	Trust wide	Trust wide	Trust wide	Trust wide	Trust wide
Contract start date		April to April (Standing Order). Please Note: The Trusts Estates and Facilities Team are undertaking a review of all Services with a view of transferring to Contracts.	27th November 2017	1st April 2021	1st November 2019	27th November 2017	1st October 2018	13th January 2020
Contract end date		N/A	26th November 2020 (extended to 30th June 2021)	31st March 2023	31st October 2020 (extended to 30th June 2021)	26th November 2020 (extended to 30th June 2021)	30th September 2021	12th January 2023
Contract Duration		N/A	3 years	2	1 year	3 years	3 years	3 years
Extension Options		N/A	2 years in 12 month periods	2 years in 12 month periods	12 months	2 years in 12 month periods	2 years in 12 month periods	2 years in 12 month periods