

Compliance Team – Health Records

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FOI REQUEST NUMBER 186-2015

Request and Response

I'm currently doing some research with regards to fleet management and I was wondering if I could submit a freedom of information request detailing the organisation's vehicle, leasing and maintenance contracts?

1. Contract Type: Maintenance, Leased, Hire –

Lease and hire

2. Who is the supplier of this contract? If there is more than one supplier please can you split all the information out below including annual spend, contract description and contract dates.

Knowles Associates in partnership with SERCO

3. A small description of the contract. –

A fully managed provision of lease and hire cars for the Trust

4. The expiry date of each individual contract.

31 March 2016

5. The contract review date.

31 March 2016

6. Can you please send me contact details of the individual within the organisation responsible for this contract? Can you please send me two contact one from the fleet management (or equivalent) and the other procurement or purchasing preferably the category manager.

Donna-Marie Newman Head of Financial Services 01603 421931

7. If the contract above was awarded within the last six months could you please provide me with the suppliers that were shortlisted?

N/A

8. I understand that the FOI Act is for recorded information but if you could be so help please include notes into what the organisation tends to do for future procurements. Extending contract, going to tender etc.

Tender/framework agreement

The Trust provides a complaints procedure to deal with complaints about the Trust's handling of requests for information. If you feel you need to make a complaint, in the first instance, you should contact a Non-Executive Director via the Chair of the Trust. If you feel you have exhausted our internal complaints procedure, you also have the right and may feel you wish to write to the Information Commissioner who can be contacted on telephone number 01625 545740 or at www.ico.gov.uk.