

Freedom of Information – Response – 27326

Please answer the following questions:

Print Room

1. Do you have a print room equipped with one/more high-speed production device/s to handle large volume printing?

Yes

2. Is this run by your own staff or outsourced to a third-party provider?

Vertas Group

3. If run internally, how many full-time equivalent (FTE) run this facility?

1 FTE

4. Number of devices & model type/s?

1 x Xerox C70, 1 x Xerox D95

5. Name of incumbent supplier?

Xerox

6. Contract start / end date and length of any option to extend?

Rolling

7. If outsourced, please advise contract start / end date and length of any option to extend?

No date

8. Was this contract awarded through a framework? If yes, which one used?

ESBO

9. Annual spend (ex VAT) covering non-pay and staff costs or total outlay if this service is outsourced?

2025-2026 £236,807.38

External Print

1. Do you outsource any print requirements to external suppliers - for example to print forms, booklets, leaflets, manuals, posters, banners etc?

Yes

2. Name of incumbent supplier/s?

DXP Print & KNP

3. If this arrangement is provided under contract, please advise start / end date and length of any option to extend?

Rolling

4. Was this contract awarded through a framework? If yes, which one used?

ESBO

5. Alternatively, was this awarded through a DPS arrangement?

No

6. Annual spend (ex VAT) for this service over the past 12 months?

2025-2026 £70,625

Mail Room (Inbound and/or Outbound)

1. Do you have your own in-house Mail Room operation?

Yes

2. If yes, how is the service run - physical or digital mail distribution?

Physical

3. Is this run by your own staff or outsourced to a third-party provider?

Vertas Group Staff

4. If run by your own staff, how many full-time equivalent (FTE) staff run this facility?

1

5. If outsourced, please advise name of current provider, contract start / end date and length of any option to extend?

No

6. Was this contract awarded through a framework? If yes, which one used?

ESBO

7. Annual spend (ex VAT) covering non-pay and staff costs or total outlay if this service outsourced?

N/A

8. Do you use a Hybrid Mail service / solution?

No

9. If yes, please (a) name supplier (b) contract start / end date (c) framework through which this awarded?

N/A

Finally, who is responsible for these arrangements at the Council?

Lee Johns Head Of Fm