

Meeting: Cabinet **Date:** 18th October 2022

Wards affected: All

Report Title: Multi-Functional Devices Contract Award Approval

When does the decision need to be implemented? ASAP

Cabinet Member Contact Details:

Cabinet Member for Corporate and Community Services, Councillor Carter,
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1. Purpose of Report

- 1.1. The current arrangement in place to provide Multi-Functional Devices (MFDs) across the Council estate will conclude by May 2023.
- 1.2. Multi-Functional Devices provide printing, copying, and scanning facilities across the Council estate.
- 1.3. A further competition call-off on the Crown Commercial Services (CCS) Framework was completed to identify a suitable new supplier for MFDs.

2. Reason for Proposal and its benefits

- 2.1. The proposal in this report is the award of the contract for the new MFDs across all Council estate which will continue providing printing, copying, and scanning facility to all staff with newer and more efficient devices.

3. Recommendation(s) / Proposed Decision

- 3.1. That the preferred supplier be awarded a contract for the provision of Multi-Functional Devices (MFDs) across the Council estate for a fixed five (5) year term from 2nd November 2022 until 2nd November 2027, as set out in Exempt Appendix 3.

Appendices (PART 2) EXEMPT – Commercial in confidence

Appendix 1 – Supporting Information

Appendix 2 – Projected Costs

Appendix 3 – Preferred Supplier