



[REDACTED]

30 January 2020

Dear [REDACTED],

Freedom of Information request: FOI2020/00002

Thank you for your Freedom of Information request received on the 3 January 2020 in which you requested the following:

Your request:

"For each of the different contracts below, can you please provide me with all the information using the questions below

1. *Office and building cleaning – Service contract that is focus 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 contract listed above.*
3. *A description of the services provided under this contract please includes 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."*

Our response

I can confirm UK Research and Innovation (UKRI) hold some of the information relevant to your request.

Please note we have gathered the information in relation to Polaris House, UKRI's head office located in Swindon. If you want this data for any specific institute or unit that falls under UKRI, please make a separate request detailing which of these you have an interest in.

Information not held

The information sought covering the below services fall under the TFM contract that was procured by the Department for Business, Energy & Industrial Strategy (BEIS) with the assistance of the Crown Commercial Service (CCS). As part of the pan government agreement Polaris House was one of the sites included in the tender. As this is the case, UKRI do not hold this information, this is held by BEIS.

If you wish to make an FOI request to BEIS, please contact them on the following email address:
foi.requests@beis.gov.uk

Services that fall under the TFM contract:

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

Information held

Please find below the information you have requested for the following contract:

3. *Food – Service contract that is focused around catering services.*

Under Section 21, information already reasonable accessible, of the FOIA the information you have requested for questions 1, 3, 5, 6 and 7 is already available in the public domain on the below link:

<https://www.contractsfinder.service.gov.uk/Notice/b56d9f9e-13fa-46c9-92ef-e1e2557a3926?p=1>

Section 21 is an absolute exemption which means that there is no requirement to conduct a public interest test.

2. *Total Annual Spend – The spend should only relate to each of the service contract listed above.*

Polaris House spend:
2018/19 - £110,000
To date 2019/20 – £141,000

4. *The number of sites the contract covers*

1 – Polaris House

8. *Who within the organisation is responsible for each of these contracts? name, Job Title, contact number and email address.*

We are exempting the individual contact details, name and job title of the contracts manager under section 40(2) of the FOIA. Disclosing this information would contravene the first Data Protection Principle as defined under Section 86 of the Data Protection Act 2018 and Article 5 of EU General Data Protection Regulation (GDPR) 2016.

Section 40(2) is an absolute exemption and does not require a public interest test

For further information on becoming a supplier please go to <http://www.uksbs.co.uk> and visit the Procurement section for more information, alternatively please call 01793 867005.

If you have any queries regarding our response or you are unhappy with the outcome of your request and wish to seek a review of the decision, please contact:

Head of Information Governance
Email: foi@ukri.org or infogovernance@ukri.org

Please quote the reference number above in any future communications.

If you are not content with the outcome of our internal review you are entitled to refer the matter to the Information Commissioner's Office for a decision. Generally, the ICO cannot make a decision unless you have exhausted the review procedure provided by UKRI. The Information Commissioner can be contacted at: <http://www.ico.gov.uk/>

If you wish to raise a complaint regarding the service you have received or the conduct of any UKRI staff in relation to your request, please see UKRI's complaints policy: <https://www.ukri.org/about-us/policies-and-standards/complaints-policy/>

Yours sincerely,


Information Governance
Information Rights Team
UK Research and Innovation
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