



[Redacted]

23 March 2022

Dear [Redacted]

Freedom of Information request: FOI2022/00062

Thank you for your Freedom of Information request received on the 22 February in which you requested the following:

Your request:

Req. is for Arts and Humanities Research Council, Biotechnology and Biological Sciences Research Council and UK Research and Innovation

I would like to submit a request for some information from the organisation, in relation to their contract's register.

The FULL contract register should display all the organisations existing/live contracts I would like the register to display the following columns/headings:

- 1. Contract Reference -Unique reference number associated with the contract.*
- 2. Contract Title*
- 3. Procurement Category –Please state the category name of the contract, I wish to know the category the contract is under.*
- 4. Supplier Name*
- 5. Spend (Total, Annual or contract value)*
- 6. Contract's Duration*
- 7. Contract's Extensions*
- 8. Contract's Start Date*
- 9. Contract's Expiry Date*
- 10. Contract Description [Please provide me with as much detail as possible.]*
- 11. Contact Owner (Person that manages the contract register)*
- 12. CPV codes/Pro-Class*

Contract Data/API Contact Details

- 1. Can you also provide me with contact details of the person responsible for the actual contract's register or someone responsible for API? [Name, Job Title, Telephone, Email Address] At the very least provide me with their actual job title. (Meaning of API "a set of functions and procedures that allow the creation of applications which access the features or data of an operating system, application, or other service.")*

IMPORTANT

- 1. If the organisation has a CRM system or a similar system, there should be a facility to download and extract contract data.*
- 2. You may forward me a Weblink to a portal to download the contract register, please make sure all the organisation's contracts are provided as doing prior research I have found that most organisations have only uploaded a small portion of all their contracts.*
- 3. For those organisations planning to make an exemption around spend, the spend information I have requested*

is an overall figure and I am not requesting a complete breakdown of services relating to the spend.

Please provide me with the contract's register file in an excel format.

Our response:

I can confirm UK Research and Innovation (UKRI) hold the information relevant to your request, however the information is not available in the format requested.

We estimate that the cost of collating the information as requested would exceed the appropriate statutory limit as specified within Section 12 of the FOIA which for UKRI is set at £450. This represents the estimated cost of 18 hours of staff resource on locating, retrieving and extracting the information.

To explain further, we utilise a procurement portal which contains the information on all contracts, however we could not release all of this information as some of the contracts are confidential. In order to ascertain which contracts are confidential it would be necessary to manually review each contract to identify if any Non-Disclosure Agreements are in place for each one. It is our reasonable estimate that this would greatly exceed the 18 hours cost limit given that each contract, of which there are several thousand within the procurement portal, would need to be reviewed thoroughly.

Consequently, UKRI is not obliged under Section 12 of the FOIA to respond to your request.

Under Section 16 as part of our duty to provide advice and assistance, please also note that we publish details of many contracts to the Gov.uk website, [Contracts Finder](#)¹. This may be a useful source if you are looking to identify a particular area.

If you have any queries regarding our response or you are unhappy with the outcome of your request and wish to seek an internal 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 still not content with the outcome of the internal review, you may apply to refer the matter to the Information Commissioner 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
foi@ukri.org | dataprotection@ukri.org

¹ <https://www.contractsfinder.service.gov.uk/Search>