

# Record of decision taken under delegated authority by a Council officer



Title:	Award of Contract for a new Print Management System for London Borough of Sutton
Wards Affected:	Borough-wide
Decision taken under delegated authority by virtue of:	Section 4, Part 6, Contract Standing Orders, Paragraph 52.10 of the Constitution

## Summary

The current multifunctional device contract with Ricoh, for the majority of the MFDs at Sutton ends 30 September 2018 and following a suitable framework evaluation exercise London Borough of Sutton is to award the contract to Canon (UK) Ltd for the provision of a Print Management System..

## Decision

### That:

1. That a contract is awarded to Canon (UK) Ltd to provide a Print Management System to the London Borough of Sutton.

### Reasons for Decision:


Following an evaluation exercise from Lot 2 (Multifunctional Devices and Print Management Software and Services) of the Crown Commercial Services/ ESPO/YPO framework RM3781 - Multifunctional Devices, Managed, print and Content Services and Records and Information Management, a direct award is to be made to Canon (UK ) Ltd. Evaluation was based on the framework published brochures and prices and quality and price elements weighted in line with the framework requirements. The contract is to be for four years, starting 1 October 2018, with an option to extend for 1 year.

Awarding this contract to Canon(UK) Ltd will result in the same provider and print technology as Kingston, providing an aligned print system which provides numerous benefits across the two boroughs and their shared services.

**Options, if any, considered and rejected**

Option 1, Do nothing & remove print as a service. Doing nothing will result in the lost of print, scanning and copy facilities.

Option 2. Tender or compete the print requirement. A tender is not an effective or efficient option and existing framework options already provides an efficient and effective way to progress the requirement.

Decision taken by:	 Gerald Almeroth, Strategic Director of Resources
Decision taken on:	6 September 2018
To be implemented on:	1 October 2018

**Declarations of conflicts of interest**

None

**Background Documents**

Exempt:

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