

7th August 2009

Your ref: Email 14.07.09
Our ref: R00142

Freedom of Information Request – IT Procurement

Thank you for your Freedom of Information Request, dated 14th July 2009, concerning IT Procurement.

Your request to SEEDA is:

“I would like to request a complete list of suppliers/contractors and consultants that have been used over the past year when procuring IT hardware and the total spend on IT hardware during the past financial year. Also could you break this hardware spend down to show what brand servers, networking and desktop hardware were purchased with a spend amount in each segment.”

Information Requested

We always use Catalist registered suppliers for purchasing hardware, hiring contractors or consultants. Over 95% of our hardware equipment (server, networking devices and desktops) were purchased from MISCO (a division of Systemax Europe Ltd) during 08/09. The remaining equipment was purchased using other Catalist suppliers. During 08/09 we also used MISCO for most of our IT consultancy work.

Segment	Spend	Comments
Laptops	£29,109	95% HP 5%Sony
Servers	£224,315	All are HP Servers (includes Blade Servers).
Desktops	£2,407	All are HP Desktops
Networking Devices	£4,250	Cisco Switches

Disclosure Log

This information will also be made available on SEEDA's Freedom of Information Disclosure Log on the SEEDA website (www.seeda.co.uk/About_SEEDA/Freedom_of_Information_disclosure_log/). Personal details and other information that could identify requesters is redacted (removed) from the disclosure log version.

Conclusion

If you are not satisfied with the way we have handled your request, or if you are unhappy with our response, you can appeal using our Complaints Procedure as follows:

A request for a review should be addressed to Robert Crawford, Chief Operating Officer, and sent by email to: robertcrawford@seeda.co.uk or by post to SEEDA, Cross Lanes, Guildford, GU1 1YA. You will be notified of the outcome within 20 working days.

If you are still dissatisfied after pursuing our Complaints Procedure, then under Section 50 of the Act, you are entitled to appeal to the Information Commissioner (Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF, telephone: 01625 545700, fax: 01625 524510).

Please contact me if you have any other queries.

Yours sincerely

Paul Lovejoy
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