

Freedom of Information Request	FOI 23-455	02 November 2023
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Your request

You requested the following:

1. Office and building cleaning – Service contract that is focused 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.

For each, please answer the contract profile questionnaire for each type of contract:

- a. Supplier/Provider of the services
- b. Total Annual Spend – The spend should only relate to each of the service contracts listed above.
- c. A description of the services provided under this contract please includes information if other services are included under the same contract.
- d. The number of sites the contract covers
- e. [ONLY FOR LIFT CONTRACT] The Brand name of the type of lifts used by the organisation
- f. The start date of the contract
- g. The end date of the contract
- h. The duration of the contract, please include information on any extensions period.
- i. Who within the organisation is responsible for each of these contracts? name, Job Title, contact number and email address.

Our response

1. We do not have contracts for office and building cleaning as this service is delivered in-house.
2. Our response to questions 2a to 2i is provided in the table below:

Supplier	Kone	Otis Ltd.
Total Annual Spend	£27,000 per annum	£100,000 per annum
Services Provided	Planned preventative maintenance of lifts	
Sites Covers	1	15
Brand Name of Lifts	<ul style="list-style-type: none"> • Cardiff Lifts • Murray & Scott • Stannah • E.A Foulds • Jacksons 	

	<ul style="list-style-type: none"> • Otis • Kone 	
Contract Start Date	11.10.2021	01.05.2023
Contract End Date	10.11.2024	30.04.2028
Duration of Contract	3 years	5 years
Responsible Contact	Jamie Marchant Divisional Director Estates and Facilities Tel. 01633 436715 Email: jamie.marchant@wales.nhs.uk	

3. We do not have contracts for catering services as these services are delivered in-house.
4. Our response to questions 4a to 4d and 4f to 4i is provided in the table below:

Supplier	Biffa Waste Services Ltd.
Total Annual Spend	£350,000 per annum
Services Provided	Collection and disposal of general waste and recycling
Sites Covers	43
Contract Start Date	01.04.2023
Contract End Date	31.03.2024
Duration of Contract	1 year
Responsible Contact	Jamie Marchant Divisional Director Estates and Facilities Tel. 01633 436715 Email: jamie.marchant@wales.nhs.uk

5. We do not have contracts for laundry services as these services are delivered in-house.