

Reference no.: 15-020

27 January 2016

REQUEST FOR INFORMATION – *Information relating to National Museum of Wales current [ICT] contracts with third party suppliers.*

Thank you for your request for information. As Museum Secretary for Amgueddfa Cymru - National Museum Wales ('the Museum'), I am responsible for responding to your request for information.

I refer to your email of 30 December 2015, in which you asked for the following information:

National Museum of Wales current contracts with third party suppliers.

- 1. If another organisation routinely manages procurement and contracts on behalf of your organisation, please could you provide me with its name:*
- 2. If your organisation routinely manages procurement and contracts on behalf of another organisation(s), please could you provide me with their names:*
- 3. If your organisation handles its own procurement and contracts, please could you provide me with a list of all of your current contracts for ICT services, with the following information for each one:*

Contract name/short description	
Supplier	
Start date (or last renewal date, if applicable)	
End date	
Estimated contract value (ie for services provided between start and end date)	
If this contract was called off a central framework agreement (e.g. from the Crown Commercial Service, G-Cloud, etc) please say which one:	

I appreciate that not all of this information may not be readily available, so I would be happy to accept partial information about each contract, if needed to stay within the allowable budget for FOI requests.

Response

Amgueddfa Cymru handles its own procurement and contracts. Our response to your request is at Appendix 1. Other systems that third party suppliers use as part of

contracts with the Museum i.e. Buildings Maintenance, are properly the responsibility of the suppliers and do not form part of Museum ICT services. These have not been included in our response.

Your request was considered according to the principles set out in the National Assembly's Code of Practice on Public Access to Information (third edition). The Code is published on the Internet at www.information.wales.gov.uk.

If you are unhappy with the service you have received in relation to your request and wish to make a complaint or request a review of our decision, you should write to the Director Finance and Corporate Resources at the following address:

Mr. Neil Wicks
Director of Finance and Corporate Resources
Amgueddfa Cymru – National Museum Wales
Cathays Park
Cardiff
CF10 3NP

When dealing with any concerns, we will follow the principles of the National Museum of Wales's Code of Practice on Complaints, which is available on our website at www.museumwales.ac.uk/en/45/.

Internal review requests should be submitted within two months of the date of receipt of the response to your original letter.

You also have the right to complain to the Information Commissioner's Office (ICO) if you are not content with the outcome of your complaint or review. Generally, the ICO will not make a decision unless you have exhausted the complaints procedure provided by the Museum.

The Information Commissioner can be contacted at:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

If you have any further queries or concerns then please contact me via my email address.

Yours sincerely
Elaine Cabuts
Museum Secretary