

**15<sup>th</sup> January 2022**

**BY EMAIL**

**Our Ref: FOI 1624**

Dear [REDACTED],

Your request for information was received on 21<sup>st</sup> December 2021 and was dealt with under the terms of the Freedom of Information Act 2000. Please be advised that the Business Services Organisation (BSO) has now completed its search for the information you requested with regards to BSO's CCTV maintenance and support contract.

Please find this information below:

**1. Supplier of the contract for CCTV maintenance and support**

The maintenance and support for the CCTV is awarded to H&J Martin as part of a tendered exercise for facilities management who have an in-house team

**2. How much the Organisation spend annually with the supplier? (if multiple suppliers please list the annual spend for each)**

£300.27 for pre-planned maintenance

**3. What is the expiry date of this contract?**

31/01/2023

**4. What is the duration of the contract?**

2 years



**5. What is the review date of this contract? If possible the likely outcome of this review**

The contract will be reviewed 6 months before the expiry date with an option to extend by a further 2 years as written within the terms and conditions of the contract

**6. The primary brand of the CCTV equipment. I don't require the model just the brand. If there is various brands could you please list?**

Alien & HikVision

**7. What is the total number of cameras in use/under this contract?**

The specific number of cameras cannot be specified at this time due to ongoing works however we can advise that it is estimated at under 100.

**8. The description of the services provided under this contract. Please state if this contract includes more than just CCTV services.**

CCTV Maintenance, new installations and upgrades.

**9. Contact details of the employee responsible for the contract between the supplier and the organisation. Can you please provide me with their full contact details**

[REDACTED]

I hope that the information provided assists you. If you are dissatisfied in any way with the handling of your request, you have the right to request a review. You should do this as soon as possible or in any case within two months of the date of issue of this letter.

In the event that you require a review to be undertaken, you can do so by writing to

Information Governance Manager,  
2 Franklin Street,  
Belfast,  
BT2 8DQ

If, following an internal review, carried out by an independent decision making panel, you remain dissatisfied in any way with the handling of the request, you may make a complaint under Section 50 of the Freedom of Information Act, to the Information Commissioner's Office and ask that they investigate whether the BSO has complied with the terms of the Freedom of Information Act.

You can contact Information Commissioner at:

**Website:** [www.ico.org.uk](http://www.ico.org.uk)  
**Phone:** 0303 123 1113  
**Email:** [casework@ico.org.uk](mailto:casework@ico.org.uk)

**Post:** Information Commissioner's Office  
3rd Floor, 14 Cromac Place  
Belfast  
BT7 2JB

In most circumstances the Information Commissioner will not investigate a complaint unless an internal review procedure has been carried out. However the Commissioner has the option to investigate the matter at his discretion.

Yours Sincerely,

A handwritten signature in cursive script that reads "Karen Bailey".

**Karen Bailey**  
Acting Chief Executive