



University of East Anglia

Information Services Directorate

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04 October 2016

Dear [REDACTED]

Freedom of Information Act 2000 – Information request (ref: FOI_16-180)

We have now considered your request of 08 September 2016 for the following information relating to the University graduation gowns:

1. *Who the supplier is?*
2. *When was the contract awarded?*
3. *When the contract ends?*
4. *has there ever been a different supplier?*

Our response is as follows:

1. Ede & Ravenscroft
2. *[Information not held - s.1(1)(a), Freedom of Information Act]*
This service has been provided by the suppliers since 1995 on a standing order basis, however the original contract is no longer held by the University.
3. *[Information not held - s.1(1)(a), Freedom of Information Act]*
As noted above, the contract is no longer held.
4. *[Information not held - s.1(1)(a), Freedom of Information Act]*
We hold no information on any supplier prior to 1995.

In the preamble to your request you also asked 'Af [as] far as I'm aware the university has to tender of a cont[r]act?' Details of the University's procurement practices and legal requirements are set out in our procurement web pages here:

<https://portal.uea.ac.uk/procurement>

The University's response to a related FOI request is available on our website and may be of interest:

https://portal.uea.ac.uk/documents/6207125/11658752/160211_Response+letter_FOI_16-013_Redacted.pdf/

We hope this information will meet your requirements, however if you are not satisfied you have the right of appeal. If you wish to appeal, please set out in writing your reasons for appealing and send to the above address. You must appeal within 60 calendar days of the date of this letter. Any appeal received after that date will not be considered nor acknowledged. This policy has been reviewed and approved by the Information Commissioner's Office.

You also have a subsequent right of appeal to the Information Commissioner's Office. Further information is available on their website:

https://ico.org.uk/Global/contact_us, or by telephone on 0303 123 1113.

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Please quote our reference given at the head of this letter in all correspondence.

Yours sincerely

Ellen Paterson
Information Policy and Compliance Manager
University of East Anglia