

Human Tissue Authority  
151 Buckingham Palace Road  
London  
SW1W 9SZ

██████████  
By email to ██████████

Tel ██████████  
Web [www.hta.gov.uk](http://www.hta.gov.uk)

Date 9 September 2014

Dear ██████████

### **Freedom of Information request**

Thank you for your request for information under the Freedom of Information Act (FOIA), which was received by the Human Tissue Authority (HTA) on 27 August 2014. Your email outlined the following request:

“Under the Freedom of Information Act I would like to request the following information about the issuance of contracts:

1. Could you please provide me with the total number of contracts put out for tender by your organisation during the following two periods:
  - a) January 1, 2010 - December 31, 2010 (or the nearest available 12-month period – please specify), and
  - b) January 1, 2013 - December 31, 2013 (or the nearest available 12-month period – please specify)
2. For each of these two periods, please state how many of these contracts were awarded after a tendering process in which only one contractor submitted a bid.

I would prefer to receive this information electronically as a reply to this email.”

### **Response**

The HTA is an Arm's-Length-Body (ALB) which is a Non-Departmental Public Body established for the purpose of Regulation of the use of human tissue. We are funded predominantly by licence fees (82%) and Grant-in-Aid (18%) which comes from our sponsors the Department of Health.

Due to the nature of what we do and our size, we have very minimal requirements to outsource (contract) significant parts of our remit.

In response to your query, the HTA put the following contracts out for tender in the calendar years 2010 and 2013:

- 1 Jan – 31 Dec 2010: Stakeholder Evaluation [1 contract awarded, more than one submitted bid]
- 1 Jan – 31 Dec 2013: Stakeholder Evaluation [1 contract awarded, more than one submitted bid]

As an ALB we try to adhere to Government Procurement rules by issuing Invitations to Tender to at least three potential suppliers, as in the cases above. We can confirm these were the only Tenders carried out in the two years you requested information about.

### **Further information**

If you are unhappy with the way the HTA has handled your request for information in this case, you may in the first instance ask us for an internal review by writing to us at the above postal or email address.

If you remain dissatisfied with the handling of your request or complaint, you have the right to appeal directly to the Information Commissioner for a decision, at the address below:

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

Telephone: 08456 30 60 60 or 01625 54 57 45

Website: [www.ico.gov.uk](http://www.ico.gov.uk)

There is no charge for making an appeal.

Yours sincerely,

