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Tender

## Patents Renewal Services

Cardiff University

UK4: Tender notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-013048

Procurement identifier (OCID): ocds-h6vhtk-04fd39 ([view related notices](#))

Published 4 April 2025, 12:02pm

## Scope

## Reference

CU.1252.TH

## Description

Tender Documents are available for download at <https://intendhost.co.uk/cardiffuniversity.aspx/Home>

A single supplier is required to manage UC3's patent portfolio relating to official fees worldwide for maintenance and renewals. The successful bidder will provide a robust system for viewing the active portfolio along with regular reminders of upcoming deadlines and clear instructions for the approval or rejection of payments to meet all external deadlines.

## Total value (estimated)

- £125,000 excluding VAT

- £150,000 including VAT

Below the relevant threshold

### **Contract dates (estimated)**

- 1 August 2025 to 31 July 2027
- Possible extension to 31 July 2029
- 4 years

Description of possible extension:

At University's discretion there are two 12 month extensions included within the term.

### **Main procurement category**

Services

### **CPV classifications**

- 79100000 - Legal services

### **Contract locations**

- UKL22 - Cardiff and Vale of Glamorgan

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## **Participation**

## Particular suitability

Small and medium-sized enterprises (SME)

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## Submission

### Enquiry deadline

29 April 2025, 12:00pm

### Tender submission deadline

6 May 2025, 12:00pm

### Submission address and any special instructions

<https://in-tendhost.co.uk/cardiffuniversity.aspx/Home>

### Tenders may be submitted electronically

Yes

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## Award criteria

Name	Type	Weighting
Price	Price	50.00%
Quality	Quality	40.00%
Responsible Procurement	Quality	10.00%

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## Procedure

### Procedure type

Below threshold - open competition

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## Contracting authority

### Cardiff University

- Public Procurement Organisation Number: PHVT-4343-HWYR

Procurement Services

Cardiff

CF24 4HQ

United Kingdom

Contact name: Anthony Hale

Telephone: +442920879388

Email: [halea3@cardiff.ac.uk](mailto:halea3@cardiff.ac.uk)

Website: <http://www.cardiff.ac.uk/business/why-work-with-us/for-suppliers>

Region: UKL22 - Cardiff and Vale of Glamorgan

Organisation type: Public undertaking (commercial organisation subject to public authority)

oversight)

Devolved regulations that apply: Wales