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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

Participation

Particular suitability

Small and medium-sized enterprises (SME)

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

Award criteria

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

Procedure

Procedure type

Below threshold - open competition

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

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