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Contract

Overseas administrative payroll services for UEA regional office staff based in SE Asia

UNIVERSITY OF EAST ANGLIA

UK7: Contract details notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-057043

Procurement identifier (OCID): ocds-h6vhtk-059b8a

Published 16 September 2025, 3:57pm

Scope

Reference

Form ID 676

Description

Apex Point provide overseas administrative payroll services for UEA regional office staff based in South East Asia. This includes payment of: salary and allowance. As well as ensuring that UEA meets Malaysia's requirements to pay the Statutory Employer's portion of EPF/SOCSO/EIS.

Contract 1

Supplier

- Apex Point Solutions

Contract value

- £60,000 including VAT

Below the relevant threshold

Date signed

9 September 2025

Contract dates

- 10 September 2025 to 31 July 2026
- 10 months, 21 days

Main procurement category

Services

CPV classifications

- 79211110 - Payroll management services
- 79631000 - Personnel and payroll services

Contract locations

- UKH15 - Norwich and East Norfolk

Procedure

Procedure type

Below threshold - without competition

Supplier

Apex Point Solutions

7 Sandy Lane

Wimborne

BH21 2NE

United Kingdom

Telephone: +603 2786 7401

Email: info@apexpointsolutions.com

Website: <https://apexpointsolutions.com/about/>

Region: UKK25 - Dorset

Small or medium-sized enterprise (SME): Yes

Voluntary, community or social enterprise (VCSE): No

Contract 1

Contracting authority

UNIVERSITY OF EAST ANGLIA

- Companies House: RC000651
- Public Procurement Organisation Number: PCCY-8551-ZNDY

Norwich Research Park

Norwich

NR4 7TJ

United Kingdom

Email: procurement@uea.ac.uk

Website: <http://uea.ac.uk>

Region: UKH15 - Norwich and East Norfolk

Organisation type: Public authority - sub-central government