

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/057995-2025>

Contract

## Invoice Automation Tool

CARDIFF UNIVERSITY

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

Notice identifier: 2025/S 000-057995

Procurement identifier (OCID): ocds-h6vhtk-052ae0 ([view related notices](#))

Published 19 September 2025, 10:09am

## Scope

## Reference

CU.1982.TH

## Description

Invoice Automation software tool

---

## Contract 1. Invoice Automation Tool

## **Supplier**

- DOCUMENTATION SOFTWARE LIMITED

## **Contract value**

- £504,912 including VAT

Above the relevant threshold

## **Date signed**

19 September 2025

## **Contract dates**

- 19 September 2025 to 17 September 2028
- Possible extension to 17 September 2030
- 4 years, 11 months, 29 days

Description of possible extension:

Continuation of service

## **Main procurement category**

Goods

## **CPV classifications**

- 48000000 - Software package and information systems

## **Contract locations**

- UKL22 - Cardiff and Vale of Glamorgan

## **Justification for not setting key performance indicators**

Below £5m

---

## **Submission**

### **Submission type**

Tenders

---

## **Other information**

### **Applicable trade agreements**

- Government Procurement Agreement (GPA)

### **Conflicts assessment prepared/revised**

Yes

---

## Procedure

### Procedure type

Competitive flexible procedure

---

## Supplier

### DOCUMATION SOFTWARE LIMITED

- Companies House: 02528958
- Public Procurement Organisation Number: PBHH-3414-LLDL

White Building

Southampton

SO15 2NP

United Kingdom

Email: [listeningteam@documation.co.uk](mailto:listeningteam@documation.co.uk)

Website: <http://www.documation.co.uk>

Region: UKJ32 - Southampton

Small or medium-sized enterprise (SME): Yes

Voluntary, community or social enterprise (VCSE): No

Supported employment provider: No

Public service mutual: No

Contract 1. Invoice Automation Tool

---

## Contracting authority

### **CARDIFF UNIVERSITY**

- Companies House: RC000089
- Public Procurement Organisation Number: PHVT-4343-HWYR

Park Place

Cardiff

CF10 3AT

United Kingdom

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

Website: <http://www.cardiff.ac.uk>

Region: UKL22 - Cardiff and Vale of Glamorgan

Organisation type: Public authority - sub-central government

Devolved regulations that apply: Wales