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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

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

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