Proquro Source-to-Contract

Service Definition Document

G-Cloud 15 (RM1557.15)

Lot 2b – Cloud Software (SaaS)

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Overview

Proquro Source-to-Contract is a UK-hosted cloud service for managing public-sector procurement and contracts through one connected lifecycle. It supports procurement projects from pipeline and market engagement through supplier submission, evaluation, moderation and award, followed by full contract management through delivery, renewal, expiry and archive. Procurement, award and contract information remains connected, reducing rekeying and maintaining a complete audit trail.

Included Functionality

- Procurement pipeline and connected commercial records
- Preliminary Market Engagement
- Limited Competitions, RFQs, mini-competitions and call-offs
- Direct Awards
- Open Procedures
- Competitive Flexible Procedures
- Multi-stage and multi-lot procurement projects
- Secure document-based supplier submissions
- Supplier clarifications and auditable communications
- Evaluator scoring, moderation and assessment summaries
- Central Digital Platform and Contracts Finder notice publishing
- Contract register and lifecycle management
- Financial and spend management
- Variations, extensions and indexation
- Renewal and expiry alerts
- Contract tasks, workflows and reminders
- Contract document management
- Public contracts register
- Supplier and stakeholder records
- Standard reports with Excel and CSV download
- Role-based access and complete audit trail
- Read-only archive

This listing includes document-based supplier submissions. Structured online supplier response submissions are available as an optional capability. This listing does not include establishing or administering Framework Agreements, Dynamic Markets or legacy DPS arrangements, or operating procurement on behalf of multiple contracting authorities using separate client publishing credentials. These capabilities are available through separate Proquro services.

Optional Capabilities and Integrations

Optional capabilities and integrations are not included in the core annual subscription unless selected in the Order Form. Available options and charges are set out in the Source-to-Contract Pricing Document.

- Structured Online Supplier Response Submission
- Supplier Performance Management
- Analytics & Reporting

- Conflict of Interest Management
- Advanced Visibility Controls
- Supplier Relationship and Compliance Management
- DocuSign eSignature
- SharePoint Document Management
- Single Sign-on with Microsoft Entra ID
- Additional Commercial Records Pack

Additional commercial records capacity is available for customers wishing to bring an existing contract register into Proquro.

Delivery and Service Operation

The annual subscription includes UK cloud hosting, routine software updates, maintenance and standard technical support. Proquro will establish the customer environment and initial administrator account, after which the customer can manage its users, procurement projects and commercial records.

Data migration, customer-specific configuration, optional capabilities, integrations, training and other professional services are not included in the core annual subscription. Available options and charges are set out in the Source-to-Contract Pricing Document and will be identified in the Order Form.

Standard support covers application faults and technical troubleshooting. Customer data correction, process advice, additional training, custom reporting and configuration changes are separately chargeable.

Customer data and documents can be exported at the end of the service. Additional exit assistance is available at the rates set out in the Source-to-Contract Pricing Document.

Contact Information

To schedule a demo, please contact info@mastersoftware.co.uk