Attachment H – Draft Term Contract

State Term Contract
No. 84111600-26-STC
For
Auditing and Related Services

This State Term Contract No. 84111600-26-STC ("Term Contract") is between the **Department of Management Services** ("Department"), an agency of the State of Florida, located at 4050 Esplanade Way, Tallahassee, Florida 32399; and **<Insert Contractor's Legal Name From Sunbiz>** ("Contractor") with its principal place of business located at <Insert Contractor's Sunbiz Principal Address>; collectively referred to herein as the "Parties."

WHEREAS, the Department issued a competitive solicitation for auditing and related services; and

WHEREAS, the Contractor was awarded as a result of such competitive solicitation.

NOW THEREFORE, in consideration of the mutual promises contained herein, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

1. **Term and Effective Date.**

   The initial term of the Term Contract shall be for three (3) years. The Term Contract will become effective on Click or tap to enter a date. or on the date signed by all Parties, whichever is later. The Term Contract shall expire on Click or tap to enter a date. unless terminated earlier or renewed in accordance with Exhibit C Enterprise Standard Terms and Conditions.

2. **Order of Precedence.**

   This contract document and the attached exhibits constitute the Term Contract and the entire understanding of the Parties. All Exhibits listed below are incorporated into this Term Contract by reference herein. In the event of a conflict, the Term Contract document and Exhibits shall have priority in the following order:

   a) This contract document
   b) Exhibit A, Price Sheet
   c) Exhibit B, Scope of Work
   d) Exhibit C, Enterprise Standard Terms and Conditions
   e) Include other contract Exhibits as needed

3. Purchases off this Term Contract.

Upon execution of this Term Contract, Customers, as defined in Exhibit C Enterprise Standard Terms and Conditions, may purchase products and services under this Term Contract. Any entity making a purchase off of this Term Contract acknowledges and agrees to be bound by the terms and conditions of this Term Contract. The Contractor shall adhere to the terms included in any contract or purchase orders issued pursuant to this Term Contract.

4. Primary Contacts.

Department's Contract Manager:
Meisha Daniels
Division of State Purchasing
Florida Department of Management Services
4050 Esplanade Way, Suite 360
Tallahassee, Florida 32399
Telephone: (850) 410-0978
Email: Meisha.Daniels@dms.fl.gov

Contractor's Contract Manager:
Insert Contractor Manager Name
Insert Contractor name
Insert Contractor's physical address
Telephone: (XXX) XXX-XXXX
Email: jane.doe@business.com

Either party may notify the other by email of a change to a designated Contract Manager providing the contact information for the newly designated contact, and such notice is sufficient to effectuate this change without requiring a written amendment to the Term Contract.

IN WITNESS THEREOF, the Parties hereto have caused this Term Contract to be executed by the undersigned duly authorized officials.

State of Florida: **Department of Management Services**	**Contractor:** **<Insert Contractor Name>**
By: _____	**By:** _____
Name: <Insert Name>	**Name:** <Insert Name>
Title: <Insert Title>	**Title:** <Insert Title>
Date: _____	**Date:** _____