

**Attachment H – Draft Contract  
No. XXX-XXX-XX-XX  
For  
Office Supplies**

This Contract is between the State of Florida, Department of Management Services (Department), an agency of the State of Florida and XXXXXXXXXXXXXXXXXXXX (Contractor).

The Contractor submitted a response to the Department’s solicitation, RFP No. 07-44111513-K for Office Supplies. After evaluation of proposals, the Department has determined that the Contractor’s proposal provides a best value to the State of Florida.

Accordingly, the Department and Contractor agree as follows:

**Initial Contract Term**

The Initial Contract Term will be for five (5) years. The Initial Contract Term shall become effective on November 15, 2016 and expire on November 14, 2021.

**Renewal Term(s)**

Upon mutual written agreement, the Department and the Contractor may renew this Contract, in whole or in part, for a Renewal Term not to exceed the Initial Contract Term of five (5) years, pursuant to the incorporated General Contract Conditions.

**Contract**

As used in this document, the term “Contract” (whether or not capitalized) shall, unless the context requires otherwise, be considered to be references to this Contract, including all Exhibits attached, which set forth the entire understanding of the Parties and supersedes all prior agreements, whether written or oral, with respect to such subject matter.

All Exhibits attached and listed below are incorporated in their entirety into, and form part of this Contract. The Contract Exhibits shall have priority in the order listed:

- a) Exhibit A: Definitions.
- b) Exhibit B: General Contract Conditions. (Attachment I in RFP)
- c) Exhibit D: Statement of Work.
- d) Exhibit F: Price Proposal (Attachment C in RFP)
- e) The Contractor’s Response to this solicitation.
- f) RFP Addenda – in reverse order of issuance
- g) RFP document

**Amendments**

No oral modifications to this Contract are acceptable. All modifications to this Contract must be in writing and signed by all Parties. Any future amendments of the Contract which alter the definition

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of the Statement of Work shall define the products and/or services in the same format as the Statement of Work Exhibit.

**IN WITNESS THEREOF**, the parties hereto have caused this Contract, which includes any referenced attachments, to be executed by their undersigned officials as duly authorized. This Contract is not valid until signed and dated by both Parties.

**VENDOR**

**STATE OF FLORIDA,  
DEPARTMENT OF MANAGEMENT SERVICES**

\_\_\_\_\_  
[Name]

\_\_\_\_\_  
[Name]

\_\_\_\_\_  
DATE:

\_\_\_\_\_  
DATE:

DRAFT