



**PANAMA CITY HOUSING AUTHORITY
 CONTRACT ACCEPTANCE AND AWARD
 FOR
 RFP 2024-01 – Fee Accounting Services**

Note: The vendor should complete the vendor authorized signatures as part of the RFP response. If the vendor is awarded a contract, then the bottom portion of this form will be completed by PCHA and sent to the vendor.

Vendor

Full business legal name: _____

(Note: Full business legal name should match the name registered with the Secretary of State or should be the owner’s name followed by dba then the business name.)

I acknowledge receipt of this form which will become the contract if I am awarded and the following exhibits which are incorporated herein.

Attachment	Contractor’s Signature
Attachment A: Statement of Work	
Attachment B: Fees	
Attachment C: General Terms and Conditions including HUD 5370-c General Conditions for Non-Construction Contracts Section I (With or Without Maintenance Work)	
Addendum ____ Dated _____	
Addendum ____ Dated _____	
Addendum ____ Dated _____	
Addendum ____ Dated _____	

The undersigned hereby proposes and agrees to furnish goods and/or services in strict compliance with the terms, specifications, and conditions at the fees proposed. The undersigned further certifies that he or she is an officer of the company and has authority to negotiate and bind the company named below and that the company is qualified and authorized to perform all services as set forth.

Further, by completing and submitting this form and the response, the undersigned thereby agreeing to abide by all terms and conditions pertaining to this solicitation as issued by PCHA. Upon issuance of award to proposer, PCHA is accepting Contractor's offer contained in the submittal. No other contractual documents will be necessary or accepted. The Contract commences upon PCHA's signature and issuance of an Award on this form. Pursuant to this contract Acceptance and Award including attachments, and pursuant to all Documents submitted, the undersigned proposes to supply the Authority with the services described herein for the fee(s) submitted pertaining to this RFP.

Date: _____

Company: _____

By: _____
(Authorized Signature)

By: _____ Title: _____
(Print Name)

Awarded by PCHA

Term of Contract _____ to _____

This Agreement shall become effective upon PCHA executing and issuing this Contract Acceptance and Award. Unless otherwise stated, this contract is good for a period of one year with an option to renew annually for an additional four years at PCHA's sole discretion. However, at no time may the term of this Agreement exceed five years.

Panama City Housing Authority

Date: _____