

Date:	Project #:
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Project Title:	Contract Number:
Using Agency:	Contract Amount: \$0.00

FURNITURE & EQUIPMENT CONTRACT

To:	From: Bureau of Building, Grounds and Real Property Management Woolfolk Building 501 North West Street, STE 1401B Jackson, MS 39201
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Coordinate all shipment deliveries and shipment dates with:	Required shipment date: coordinate with Professional
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Ship to:	Invoice: Bureau of Building, Grounds & Real Property Management Attn: Delores Douglas Woolfolk Building 501 North West Street, STE 1401B Jackson, MS 39201 (601) 359-3621
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THIS CONTRACT IS SUBJECT TO THE TERMS AND CONDITIONS OF THE BUREAU OF BUILDING, GROUNDS AND REAL PROPERTY MANAGEMENT. THE BUREAU OF BUILDING, GROUNDS AND REAL PROPERTY MANAGEMENT IS NOT RESPONSIBLE FOR THE DELIVERY OF THE GOODS TO THE VENDOR'S LOCATION. THE BUREAU OF BUILDING, GROUNDS AND REAL PROPERTY MANAGEMENT IS NOT RESPONSIBLE FOR THE DELIVERY OF THE GOODS TO THE VENDOR'S LOCATION. THE BUREAU OF BUILDING, GROUNDS AND REAL PROPERTY MANAGEMENT IS NOT RESPONSIBLE FOR THE DELIVERY OF THE GOODS TO THE VENDOR'S LOCATION.

OWNER - Bureau of Building, Grounds and Real Property Management Date: _____

VENDOR – Date: _____

ATTORNEY - Department of Finance & Administration - Approved as to Form Date: _____

INSTRUCTIONS:

The Vendor will sign all copies and return to the Bureau. The Bureau will execute all copies; keep two (2) copies and return one (1) executed contract to the Vendor; one (1) contract will be forwarded to the Using Agency; and one (1) contract to the Professional, if applicable.