

VENDOR COMMITMENT STATEMENT

Project #: XX
Project Name: XX
Vendor Name: XX

Vendor Name, having supplied a quote or bid for the goods or services in response to the above-mentioned Project Name and Number, the Vendor commits to supply the goods or services as further detailed below.

1) GENERAL SCOPE OF THIS WORK/SERVICES**2) LENGTH OF AWARD****3) PRICING****4) F.O.B. POINT****5) DELIVERY REQUIREMENTS****6) WARRANTY**

All items shall be warrantied for no less than one (1) year from the date of acceptance of goods from the Vendor.

7) INVOICING REQUIREMENTS

Vendor shall provide invoices that include the following details:

- Invoice number;
- Invoice date;
- Itemized charges, including unit of measurement, and specific item/part number;
- Total charge;
- Service date(s) or service period;
- Purchase Order number (may be provided annually to awarded Vendor if a blanket PO); and
- Delivery location (Building name and address).

Vendor shall be capable of providing monthly invoices, if needed.

8) COOPERATIVE PURCHASING

The City of Thornton (Thornton) encourages the proper use of cooperative purchasing and reserves the right to make results of the solicitation and this VCS award available to other governmental agencies seeking like equipment, goods, or services, pursuant to the Thornton Revised Municipal Code Section 26-88.

Other agencies using the solicitation and this commitment statement must do so according to regulations established by their individual organizations and accept sole responsibility for its use. The terms and conditions of any resulting transaction shall be exclusively between the buyer and the seller. Buyers and sellers using this award in a cooperative or “piggy-back” fashion, agree to defend and hold harmless Thornton from any dispute or action arising from its use.

9) VENDOR PERFORMANCE MANAGEMENT

It is understood that Thornton may administer a vendor performance management program to evaluate performance under this award and identify any problems related to the purchased goods and services.

10) CURRENT TERM

The current term for this renewal is from January 1, XXXX to December 31, XXXX.

AWARDED VENDOR ACKNOWLEDGEMENT:

Vendor Representative Name (Signature)

Vendor Representative Name (Printed)

Title

Date