

CONTRACT #<Contractor's MSA>

BETWEEN

**THE NEW YORK STATE DEPARTMENT OF FINANCIAL SERVICES
AND**

[CONTRACTOR]

This Contract is between the New York State Department of Financial Services, ("Department") with offices at One Commerce Plaza, Albany, New York, and [CONTRACTOR]. "Contractor") with offices at [ADDRESS], collectively referred to as the "Parties."

WHEREAS, on [DATE], the Department issued a Request for Quotes ("RFQ") for <Name of Project> and

WHEREAS, in response to the RFQ, Contractor submitted a quote received on [DATE] ("Contractor's Quote"); and

WHEREAS, Contractor's Proposal was evaluated by the Department and selected to perform Actuarial Rate Setting Services for <Name of Project>.

NOW THEREFORE, in consideration of the foregoing, the Parties hereby agree as follows:

1. CONTRACT

The Contract between the Parties consists of the following documents listed below in the following order of precedence:

- (i) Appendix A – Standard Clauses for All New York State Contracts;
- (ii) This contract document setting forth the final agreement between the Parties;
- (iii) The Department's Responses to Submitted Questions dated [date];
- (iv) The Department RFQP, including all appendices, attachments, exhibits, and any and all modifications or clarifications thereto;
- (v) Contractor's clarifications(s) dated [DATE(s)]; and
- (vi) Contractor's Proposal received on [DATE].

[any other documents as needed]

The Department rejects all other Extraneous Terms submitted by Contractor not expressly accepted herein.

2. CONTRACT TERM

The term of the Contract shall be [years and any extensions]. The Contract shall take effect and commence upon the approval of the Contract by the New York State Office of the State Comptroller ("OSC").

3. PROJECTED NOT-TO-EXCEED VALUE

The projected Not-to-Exceed value for this Project is [\$\$\$], subject to any amendments made pursuant to the terms of the Contract.

[add additional clauses and clarifications where needed]

Contract C000###-Name of Project

IN WITNESS WHEREOF, this Contract has been duly executed on the date and year set out below.

<CONTRACTOR>

THE NEW YORK STATE DEPARTMENT OF FINANCIAL SERVICES

By: _____

By: _____

Title: _____

Title: _____

Date: _____, 20__

Date: _____, 20__

CORPORATE ACKNOWLEDGMENT

**STATE OF _____ }
COUNTY OF _____ } ss.:**

On the _____ day of _____ in the year 20__, before me personally appeared: _____, known to me to be the person who executed the foregoing instrument, who, being duly sworn by me did depose and say that his/her place of business is at _____, Town/City of _____, County of _____, State of _____; and further that s/he is the _____ of _____, the corporation described in said instrument; that, by authority of the Board of Directors of _____, s/he is authorized to execute the foregoing instrument on behalf of _____ for purposes set forth therein; and that, pursuant to that authority, s/he executed the foregoing instrument in the name of and on behalf of said corporation as the act and deed of said corporation.

Notary Public