

MASTER AGREEMENT

DATE:		MA #:	
TO:	Contractor Address City/Town Postal Code	FROM:	Name Position Phone: (204) Fax: (204) Email: @gov.mb.ca

MASTER AGREEMENT Project #
FOR: Work description

This Master Agreement serves as the contract made between The Manitoba Housing and Renewal Corporation ("Manitoba Housing") and (the "Contractor") and sets out the Terms and Conditions on which Manitoba Housing will engage the Contractor to provide goods or services, or both to Manitoba Housing, as further set forth in purchase orders issued by Manitoba Housing to the Contractor from time to time under this Master Agreement.

1. **Term:** This agreement comes into effect on and shall continue until unless extended beyond that date to a maximum of , year extensions.

Editing Note: Set out the term of the Master Agreement. Include validity of the contract, its start and end date and possible extension, if any.

2. **Tender Documents:** The following tender documents shall be incorporated by reference and form part of this Master Agreement:

Editing Note: Identify applicable tender documents, samples are provided below:

- (a) Schedule "A" Deliverables (include manufacture warranty if applicable)
- (b) Schedule "A" RFSO Form B: Price Schedule

3. **Terms and Conditions:** The following terms and conditions form part of this Master Agreement, and each purchase order which is issued under this Master Agreement:

- (a) Manitoba Housing's Purchase Order Terms & Conditions

4. **Goods and Services:** The Contractor will provide the goods or services, or both, as further described in the attached Schedule A, this Master Agreement and the purchase orders which have been issued by Manitoba Housing in accordance with section 6.

This Master Agreement shall not be construed as guaranteeing that any goods or services will be ordered by Manitoba Housing or that any purchase orders will be issued by Manitoba Housing. Goods or services, or both under this Master Agreement will be requested on an "as and when required" basis, at the discretion of Manitoba Housing.

5. **Location of Goods/Services** *Editing Note:* Identify the location where the goods are to be delivered to, or where the services shall be provided

Editing Note: If applicable, include:

The purchase orders issued under section 6 will identify the location where the goods are to be delivered to, or where the services shall be provided.

6. Purchase Orders:

From time to time during the term of this Master Agreement, Manitoba Housing may issue one or more purchase orders for goods or services, or both, that may be required by Manitoba Housing. In order to be effective, each purchase order must be signed off by an authorized representative from Manitoba Housing and contain the following, as applicable:

- (a) A description of the goods or services to be provided under the purchase order, contract number and the applicable delivery dates;
- (b) The amounts payable to the Contractor for goods or services; and
- (c) Any additional provisions applicable to the goods or services to be provided under the purchase order.

7. Fees:

The fees payable by Manitoba Housing pursuant to a purchase order under this Master Agreement shall be in accordance with the (price schedule dated [redacted] between the Contractor and Manitoba Housing or the Contractor's Tender Submission).

Editing Note: Modify this part depending on your need.

The maximum fees payable under this Master Agreement shall not exceed a total accumulated amount of \$ [redacted] for the duration of this contract which stated on section 1 of this agreement.

8. Vendor's Resources:

Editing Note: Identify the individual(s) who will be providing the goods or services under this Master Agreement, identify their position title or status (i.e. if they are an employee of the Supplier or a subcontractor, the telephone number and e-mail address

Name and Position Title

Tel. No: (204) [redacted]

E-mail: [redacted]

9. Manitoba Housing's Responsibilities:

[Describe, if applicable]

10. Additional Provisions:

[Describe, if applicable]

This Master Agreement has been executed by Manitoba Housing and by the Contractor by their duly authorized representatives on the dates noted below.

SIGNED IN THE PRESENCE OF:

[redacted]

WITNESS
(if no corporate seal)

[redacted]

WITNESS
(if no corporate seal)

For Manitoba Housing

[redacted]

Authorized Signature

DATED: [redacted]

For the Contractor

[redacted]

Authorized Signature

DATED: [redacted]