

BDS Terms and Conditions Guide

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Subcontracts (Educational Institutions)

Bidder shall provide Buyer a letter submitted on official letterhead from an official with authority to approve contracts on behalf of the Bidder that acknowledges the Bidder's involvement with the U.S. Government and approves the proposed contractual relationship. The following sample letter may be used to fulfill this requirement:

Dear Contracting Officer:

This letter acknowledges that I am an official of [name of educational institution] authorized to approve any contract issued by [name of contractor or government agency] in support of the U.S. Government. I further acknowledge I am aware that the U.S. Government will be involved in any resulting contract and do hereby, on behalf of [name of educational institution], approve such a contractual relationship.

[Appropriate Senior Official]