

Vendor Backup Supply Chain Partnership Agreement

Date: [Insert Date]

[Vendor Name]

[Vendor Address]

[City, State, Zip Code]

Dear [Vendor Contact Name],

We are pleased to confirm our partnership agreement with [Vendor Name] as a backup supplier in our supply chain network. This agreement is intended to enhance our operational resilience and ensure seamless product availability.

1. Purpose

The purpose of this agreement is to establish a collaborative backup supply chain relationship between [Your Company Name] and [Vendor Name].

2. Scope of Services

[Outline the services/products offered by the vendor as a backup solution.]

3. Terms and Conditions

[Detail any terms and conditions regarding pricing, delivery, and order minimums.]

4. Duration of Agreement

This agreement shall commence on [Start Date] and shall continue until [End Date], subject to renewal upon mutual agreement.

5. Confidentiality

Both parties agree to maintain confidentiality regarding proprietary information exchanged during this partnership.

If you agree to the terms outlined above, please sign below and return a copy of this letter.

Sincerely,
[Your Name]

[Your Title]
[Your Company Name]
[Your Company Address]

Agreed and Accepted by:

[Vendor Name]

Authorized Signature