

Logistics Services Procurement Agreement

Date: [Insert Date]

From:

[Your Company Name]

[Your Company Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

To:

[Logistics Provider Name]

[Logistics Provider Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

Subject: Logistics Services Procurement Agreement

Dear [Logistics Provider Name],

This letter serves as a formal agreement for the procurement of logistics services between [Your Company Name] and [Logistics Provider Name]. The details of the agreement are as follows:

1. Scope of Services

[Detail the services to be provided by the logistics provider.]

2. Duration

This agreement shall be effective from [Start Date] to [End Date].

3. Payment Terms

[Specify payment terms and conditions.]

4. Responsibilities

[Outline responsibilities of both parties.]

5. Termination

[Detail termination clauses.]

We look forward to a fruitful collaboration between our companies. Please sign and return a copy of this agreement to confirm your acceptance.

Sincerely,

[Your Name]

[Your Job Title]

[Your Company Name]

Signature of Logistics Provider

Date