



# Angelina College Procurement Assistance Center

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Client Number: \_\_\_\_\_  
(Provided by ACPAC)

## Request for Service with the Angelina College Procurement Assistance Center

I, \_\_\_\_\_ of \_\_\_\_\_  
(First Name, Middle Initial, Last Name) (Company Name)

request appropriate services and technical assistance from the Angelina College Procurement Assistance Center (ACPAC).

I understand the ACPAC staff providing assistance to me:

- will not recommend the purchase of goods or services from any source in which they have an active interest in.
- will not accept commission for any services rendered.
- pledges to protect the confidentiality of proprietary information disclosed by its clients, except for reporting of contract awards and success stories.

Based upon the assistance provided by the Angelina College Procurement Assistance Center, I agree to:

- notify ACPAC personnel in writing or by PAssist (bid-matching program) of all local, state, or federal government contracts or sub-contracts received.
- allow ACPAC to use any government contracts received as verifiable success stories required by the Defense Logistics Agency (DLA).
- waive any and all legal claims against the Angelina College Procurement Assistance Center and its funding agencies.
- use the information provided by the ACPAC as a reference only, since it is obtained from independent, outside sources.

This Request for Service may be withdrawn at anytime upon notification to ACPAC. Likewise, ACPAC reserves the right to terminate service to the client based on non-participation in ACPAC surveys or award notifications.

\_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Title / Position in Company