

## ADVERTISEMENT INFORMATION ONLY

Solicitation Type and Name:

### **Informal Invitation for Bid for Annual Contract for Auto and Property Appraisal Services**

Solicitation Number: 6100017046

Description: The City of San Antonio (City) is soliciting bids for appraisal services in accordance with the specifications listed. This contract will be utilized by the City's Office of Risk Management department to obtain appraisals on property damages which will include appraisal reviews on subrogation claims submitted by third-party representatives and medical reviews.

Applicable Product Categories: 94616 – Appraisal Services

**Date Issued: November 08, 2023**

**Due Date & Time: November 29, 2023, by 10:00 a.m. Central Time**

**Pre-Submittal Conference:** None

Staff Contact Person: Frederick Ward, Procurement Specialist I, [Frederick.ward@sanantonio.gov](mailto:Frederick.ward@sanantonio.gov)

**To view this solicitation**, go to the SAePS portal; <https://supplierservice.sanantonio.gov/iri/portal>. If you have not completed the City's SAePS Vendor Registration, you must do so in order to view the solicitation and submit a response. Once you have logged on to the SAePS portal, click on "My Bids" (first), if not viewable then click "Other Bids" (to view all already published competitive bids). Vendor Guides & Support can be accessed from this link:

<https://www.sa.gov/Directory/Departments/Finance/About/Divisions/Procurement/Resources/Guides-Support>

**TO REGISTER:** You will need to complete the vendor registration by accessing the SAePS Vendor Registration at

<https://www.sa.gov/Directory/Departments/Finance/About/Divisions/Procurement/Become-a-Vendor>.

Questions regarding registration may be submitted to Vendor Support at (210) 207-0118 or by email at [vendors@sanantonio.gov](mailto:vendors@sanantonio.gov) with "SAePS Portal" on the subject line so this can be expedited.

