

ADVERTISEMENT INFORMATION ONLY

Solicitation Type and Name:

**Formal Invitation for Bids Aviation Surplus Furniture Disposition**

Solicitation Number: RFX 6100017673

Description: The City of San Antonio is offering the item(s) of surplus property in accordance with the specifications listed herein. Items include, but are not limited to, various desk, chairs, file cabinets, cubicles pieces, etc.

Applicable Product Categories: 99846 Furniture

Date Issued: January 19, 2024

Due Date & Time: **February 23, 2024**, 10:00 a.m. Central Time

Walkthrough: Walkthrough will be held at 1:00 p.m., Central Time, on February 5, 2024, via In-Person at Meeting Location. Attendance at the Walkthrough is optional, but highly encouraged.

Airport Police Department Parking Lot  
9623 W. Terminal Dr.  
San Antonio Texas, 78216

Below are the measures that shall be followed by all Respondents to ensure the safety of all attendees during the in-person walkthrough.

- a. Respondents interested in attending the Walkthrough in-person visit must RSVP by **January 29, 2024, at 3:00 PM Central Time** via email COSA representative.
- b. All attendees must check-in with City's procurement staff member present to sign-in.

Staff Contact Person: Mariano Alaniz, Procurement Specialist II,  
[Mariano.Alaniz@sanantonio.gov](mailto:Mariano.Alaniz@sanantonio.gov)



**To view this solicitation**, go to the SAePS portal; <https://supplierservice.sanantonio.gov/irj/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.

