

ADVERTISEMENT INFORMATION ONLY

Solicitation Type and Name:

**Formal Invitation for Bids for Annual Contract for Insurance Claim & Vehicle Appraisal Services**

Solicitation Number: RFX 6100017863

Description: The City of San Antonio is soliciting bids for a contractor to provide vehicle appraisal services. This contract is utilized by Building and Equipment Services Department, Fleet Operations (BESD), Aviation Department and Solid Waste Management Department, Fleet Operations (SWMD), in conjunction with existing City collision repair contracts to establish appraisals of damaged vehicles.

Applicable Product Categories: 918-14 Appraisals Consulting  
946-16 Appraisal Services (Not Otherwise Classified)

**Date Issued: May 17, 2024**

**Due Date & Time: June 12, 2024, 2:00 p.m. Central Time**

**Pre-Bid Conference:** Pre-Bid Conference will be held at 10:00 a.m., Central Time, on May 22, 2024, via WebEx. Attendance at the Pre-Bid Conference is optional, but highly encouraged.

Respondents may call the toll-free number listed below and enter access code to participate the day of the conference.

**Dial-In Number:** 1-415-655-0001 | **Access Code:** 2632 917 3187 | **Meeting Password:** COSA

**Join from the meeting link:**

<https://sanantonio.webex.com/sanantonio/j.php?MTID=m9dcf4a3f633cfe8e7bb14073cac329a0>

**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.

