

ADVERTISEMENT INFORMATION ONLY

Solicitation Type and Name:

**Formal Invitation for Bids for one time buy and services for Actuators for Public Works Department**

Solicitation Number: RFX 6100018130

Description: The City of San Antonio is soliciting bids for the purchase, delivery, and installation of a new submersible type actuators for Public Works Department.

Applicable Product Categories: 890-28 Instrumentation Equipment, Actuators, Analyzers, Regulators, Controllers, Transducers, etc., Including Parts and Accessories

**Date Issued: August 21, 2024**

**Due Date & Time: September 18, 2024, 2:00 p.m. Central Time**

**Pre-Bid Conference:** Pre-Bid Conference will be held at 10:00 a.m., Central Time, on August 29, 2024, via WebEx

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:** 2633 453 6964 | **Meeting Password:** COSA

**Join from the meeting link:**

<https://sanantonio.webex.com/sanantonio/j.php?MTID=m44c75561580597e571139484f6d7f688>

**OR**

Additionally, a site visit will be held at **1:30 p.m. Central Time, on September 12, 2024:**

Public Works Department

Park Address: 101 E Josephine

San Antonio, TX 78215

Below are the measures that shall be followed by all Respondents to ensure the safety of all attendees during the in-person pre-bid conference and site visit.

- a. All attendees must check-in with City's procurement staff member present to sign-in.

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

**For SAePS language -**

**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.

