

ADVERTISEMENT INFORMATION ONLY

Solicitation Type and Name: **Invitation for Bids for Aviation Surplus Furniture Disposition**

Solicitation Number: RFx 6100019306

Description: The City of San Antonio, Aviation Department is offering the item(s) of surplus property furniture. Items include, but are not limited to, various desk, chairs, file cabinets, cubicles pieces, etc. Surplus furniture, located at the San Antonio Internation Airport, are divided into 31 lots identified on listed in Exhibit A Item Description.

Applicable Product Categories: 99846 – Furniture

Date Issued: January 21, 2026

Due Date & Time: February 20. 2026 10:00 a.m. Central Time

Pre-Bid Conference: Pre-Bid Conference will be held at 10:00 a.m., Central Time, on January 28, 2026, 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:** 2348 897 7208 | **Meeting Password:** COSA

Join from the meeting link:

<https://sanantonio.webex.com/sanantonio/j.php?MTID=mbe318c4dc0da880f0d3b94833690dbf2>

Additionally, a site visit will be held from **1:00 p.m. to 3 p.m. Central Time, on February 4, 2026**: Aviation Department Hanger, 1901 1st Ave, San Antonio, TX 78216. Parking available in front of building (reference Exhibit B for parking map). Flashlights and mask are recommended.

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. Respondents interested in attending the site walkthrough must RSVP by January 30, 2026, at 3:00 PM CT via email to Trisha Jones, trisha.jones@sanantonio.gov, Procurement Specialist II. Attendees must check-in with City's procurement staff member present to sign-in.

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 with "SAePS Portal" on the subject line so this can be expedited.

