ADVERTISEMENT INFORMATION ONLY

Solicitation Type and Name:
Formal Invitation for Bids for Purchase and Installation of Carpet at the Frank Wing Building

Solicitation Number: 6100019757

Description: The City of San Antonio is soliciting bids for a qualified vendor to furnish the San Antonio Building and Equipment Services Department with the purchase and installation of various types of carpet These carpets will be installed in multiple offices at the Frank Wing Building. Particularly, the carpet on the first and second floor of the building will be replaced at the director's office, conference room, judges' office, magistrate supervisor s' office, directors' lobby room, filing multi-purpose room, human resource area, ta area, administrative back hallway offices, and court security area. The second floor carpet includes court clerk work area, presiding judges' chambers, conference room, judges' office, courtroom and juvenile courtroom.

Applicable Product Categories: 36010 - Carpets and Rugs: Cotton, Synthetic, Wool, etc.

Date Issued: October 14, 2026

Due Date & Time: November 9, 2026 by 2:00 p.m. Central Time

Pre-Bid Conference: Pre-Bid Conference will be held at **10:00 a.m., Central Time, on October 21, 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: 2336 727 0915** | **Meeting Password:** COSA

Join from the meeting link:
https://sanantonio.webex.com/sanantonio/j.php?MTID=m7f7360126eb771ce50baebd87bd01950

Additionally, a site visit will be held at **12:00 p.m. Central Time, on October 21, 2026**:

Frank Wing Building – Front Entrance
401 S. Frio Street
San Antonio, TX 78207

Below are the measures that shall be followed by all Respondents:

Respondents interested in attending the site visit must RSVP by October 20, 2026, at 4:00 PM CT via email to Mary Alice Alvarez, Procurement Specialist II, at MaryAlice.Alvarez@sanantonio.gov.

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

Staff Contact Person: Mary Alice Alvarez, Procurement Specialist II,
MaryAlice.Alvarez@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 with "SAePS Portal" on the subject line so this can be expedited.