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ADVERTISEMENT INFORMATION ONLY

Solicitation Type and Name: **Formal Invitation for Bids for Annual Contract for Custodial Equipment Repairs**

Solicitation Number: 6100019615

Description: The City of San Antonio ("City") is soliciting bids from qualified Contractors to provide repair services for City-owned commercial custodial equipment on an as-needed basis. The Contractor shall furnish all labor, supervision, tools, equipment, transportation, materials, replacement parts, and other resources necessary to diagnose, repair, test, and return custodial equipment to proper operating condition.

Applicable Product Categories: 93439 – Janitorial Equipment Maintenance and Repair

Date Issued: November 20, 2026

Due Date & Time: December 7, 2026, 2:00 p.m. Central Time

Pre-Bid Conference: Pre-Bid Conference will be held at 10:00 a.m., Central Time, on December 2, 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:** 2339 082 7615 | **Meeting Password:** COSA

Join from the meeting link:
https://sanantonio.webex.com/sanantonio/j.php?MTID=m6e3ba2bbb325416da5e619d03b2b90fe

Staff Contact Person: Genaro De Leon, Procurement Specialist II, Genaro.DeLeon@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.