

ADVERTISEMENT INFORMATION ONLY

Solicitation Type and Name: Request for Bid- Tax-Exempt Equipment Lease/Purchase Financing (2024)

Solicitation Number: RFB 24-034; RFx# 6100017615

Description: The City of San Antonio (City) is requesting bids for a Tax-Exempt Equipment Lease/Purchase Financing. The City anticipates financing the cost of acquiring receptacles of various sizes used for collection of trash and recyclable material by the residents of the City of San Antonio as well as its cost of issuance for completing such a transaction.

Applicable Product Category: **94654 – Installment and Lease Purchasing Financing**

Date Issued: November 27, 2023

Due Date & Time: December 13, 2023, 2:00 p.m. Central Time

Bid Reading: Wednesday, December 13, 2023, at approximately 2:30 p.m. Central Time

Staff Contact Person: Debra Light, Procurement Specialist III, Debra.Light@sanantonio.gov

Pursuant to Section 011 – Restriction on Communications and in accordance with and as authorized by Section 2-61 of the City Code, the following restrictions on communications apply to this solicitation: Respondents are prohibited from contacting 1) City officials, as defined by §2-62 of the City Code of the City of San Antonio, regarding the RFB or bid from the time the RFB has been released until the contract is posted for consideration as an agenda item during a meeting designated as an A session; and 2) City employees from the time the RFB has been released until the contract is approved at a City Council “A” session.

Exceptions to the Restrictions on Communications:

Respondents may submit written questions concerning this RFB to the Staff Contact Person listed below until **10:00 a.m., Central Time, on December 5, 2023**. Questions received after the stated deadline will not be answered. All questions shall be sent by e-mail.

**Debra Light, Procurement Specialist III
City of San Antonio, Finance Department – Procurement Division
Debra.light@sanantonio.gov**

Questions submitted and the City’s responses will be posted with this solicitation.

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.

