

## ADVERTISEMENT INFORMATION ONLY

Solicitation Type and Name:

### **Request for Offer for Formal Annual City-Wide Contract for the Purchase of Medical Supplies & Pharmaceuticals**

Solicitation Number: RFO 6100019181

Description: The City of San Antonio is soliciting offers for the purchase and delivery of medical supplies, pharmaceuticals, and other medical and clinical supplies to be purchased on an "as needed" basis by various City departments.

Applicable Product Categories: 26912, 27141, 34580, 46555, 46578, 47537, 47541, and 47568

**Date Issued: March 13, 2026**

**Due Date & Time: April 24, 2026, 2:00 p.m. Central Time**

**Pre-Submittal Conference will be held from 1:00-2:30 p.m., Central Time, on March 23, 2026**, via WebEx. Attendance at the Pre-Submittal 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:** 2332 787 2877 | **Password:** COSA

**Join from the meeting link:**

<https://sanantonio.webex.com/sanantonio/j.php?MTID=mf6f685c869c66ea159c8341f7964f727>

Staff Contact Person: Madison McDonald III, Procurement Specialist II, [madison.mcdonald@sanantonio.gov](mailto:madison.mcdonald@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](mailto:vendors@sanantonio.gov) with "SAePS Portal" on the subject line so this can be expedited.

