



**CITY OF SAN ANTONIO**  
**FINANCE DEPARTMENT – PURCHASING DIVISION**

**ADVERTISEMENT INFORMATION ONLY**

Solicitation Type and Name: Formal Invitation For Bid (IFB)

Annual Contract for Supply of Trees

Solicitation Number: 6100003023

Description: The City of San Antonio is soliciting bids for a contractor to supply and deliver a wide variety of trees on an as needed basis throughout the City of San Antonio. The trees will be utilized by the Department of Parks and Recreation for park enhancement or to enhance the tree population on City property.

Applicable Product Categories: 59575

Date Issued: July 12, 2013

Bid Due Date & Time: July 31, 2013

Pre-Submittal Conference: N/A

Staff Contact Person: Ramon Sanchez, Procurement Specialist I,  
[ramon.sanchez@sanantonio.gov](mailto:ramon.sanchez@sanantonio.gov)

**To view this solicitation**, go to <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.

**TO REGISTER:** You will need to complete the vendor registration by accessing the SAePS Vendor Registration at <http://www.sanantonio.gov/purchasing/SAePS.aspx>. Questions regarding registration may be submitted to the SAePS Hotline at: (210) 207-0118 or by email at: [vendors@sanantonio.gov](mailto:vendors@sanantonio.gov)

**Note:** After you have successfully registered, you will need to send an email to the staff contact person requesting to be added to the solicitation vendor distribution list.