



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

**ADVERTISEMENT INFORMATION ONLY**

**Solicitation Type and Name: Formal Invitation for Bid (IFB) KENNEL CAGE SYSTEM AND INSTALLATION AT BROOKS ANIMAL CARE SERVICES**

Solicitation Number: 6100001182

**Description:**

The City of San Antonio, Animal Care Services Department (ACS) is seeking a contractor to furnish and install up to fifty (50) compartment kennel cage system, each compartment shall be 72” wide and 60” depth. ACS will utilize the kennel system for the purpose of housing animals waiting for services. The Animal Care Services Kennel is located at 2614 Enos Street on the Brooks City Base, San Antonio, TX. Vendor is required to confirm exact sizes of the cages and the total number of kennels that can be installed within the existing structure by taking physical measurements during site visit.

**Please note submittal instructions and bid bond requirements:**

Submission of Bids.

Submission of Hard Copy Bids. Submit one original bid, signed in ink, and two copies of the bid enclosed in a sealed envelope addressed to the City Clerk at the address and by the due date provided on the Cover Page. The name and address of Bidder, the date and hour of the bid opening, bid number and title of the bid solicitation shall be marked on the outside of the envelope(s). All times stated herein are Central Standard Time. Any bid or modification received after the time and date stated on the Cover Page shall be rejected.

Submission of Electronic Bids. Submit one bid electronically by the due date provided on the Cover Page. All times stated herein are Central Standard Time. Any bid or modification received after the time and date stated on the Cover Page shall be rejected. All forms in this solicitation which require a signature must have a signature affixed thereto, either by manually signing the document, prior to scanning it and uploading it with your submission, or affixing it electronically.

Bids sent to City by facsimile or email shall be rejected.

### Bid Bond.

Contractor must submit a bid bond, in a form acceptable to City, made payable to the City of San Antonio, executed by a corporate surety acceptable to City who is licensed pursuant to the Texas Insurance Code and listed on the United States Department of the Treasury's Listing of Approved Sureties (Dept Circular 570) in the amount of \$1000.00. The Bid Bond shall be valid for 90 days following the deadline for submission of bids. The Bid Bond must be accompanied by an original signed and notarized Power-of-Attorney bearing the seal of the issuing surety company and reflecting that the signatory to the bond is a designated Attorney-in-Fact. If Bidder is not selected, City will not collect on the bond, but will keep the original document pursuant to the Local Government Records Act and applicable retention schedule. Any bids received without a Bid Bond will be disqualified.

For hard copy bids, the bid bond must accompany the bid. For electronic submissions, Bidder must provide the original bid bond to the City Clerk prior to bid opening in accordance with the instructions for hard copy submissions.

Applicable Product Categories: 04008

Date Issued: March 1, 2012

Pre-Submittal Conference: None

Bid Bond: YES      Performance Bond: YES      Payment Bond: YES

Staff Contact Person: ADAM VELEZ Adam.Velez@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\\_intro.aspx](http://www.sanantonio.gov/purchasing/SAePS_intro.aspx). Questions regarding registration may be submitted to the SAePS Hotline at: (210) 207-0118 or by email at: [saeps@sanantonio.gov](mailto:saeps@sanantonio.gov).

**Note:** After you have successfully registered, send Adam Velez an email requesting to be added to the solicitation vendor distribution list.