



City of San Antonio

ADVERTISEMENT INFORMATION ONLY

Solicitation Type and Name: Informal Invitation for Bid (IFB) for Annual Contract for Automated and Non-Automated Presort and Basic Flat Mail Services - Rebid

Solicitation Number: IFB 6100008255

Description: The City of San Antonio (City) is soliciting bids for a vendor to provide Automated and Non-Automated Presort and Basic Flat Mail Services. Various City departments will utilize these services to pick-up and sort their outgoing mail.

Applicable Product Categories: NIGP 915-58

Date Issued: October 24, 2016

Bid Due Date & Time: November 9, 2016 at 10:00 a.m. Central Time

Pre-Submittal Conference: None

Staff Contact Person: Rebecca A. Garza, Procurement Specialist II, rebecca.garza@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

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.