



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

ADVERTISEMENT INFORMATION ONLY

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

**Plotter/Scanner for the Aviation Department**

Solicitation Number: 6100003459

Description: The City of San Antonio is soliciting bids to provide the Aviation Department with an iPF825 MFP Plotter for the printing and scanning of AutoCAD drawings, plans, exhibits, aerial photographs by all the divisions at the Airport.

Applicable Product Categories: 20673, 20482, 20477.

Date Issued: September 4, 2013

Bid Due Date & Time: September 20, 2013

Staff Contact Person: Corine Cardenas, Procurement Specialist II,  
corine.cardenas@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.