

NASA SEWP VI ORDERING GUIDE

SEWP VI OVERVIEW

NASA SEWP VI – The NASA SEWP (Solutions for Enterprise-Wide Procurement), pronounced "soup", provides the latest Information Technology, Communication, and Audio-Visual (ITC/AV) solutions and services for all Federal Agencies and their approved contractors. Created in 1993, SEWP I was the first Government-Wide Acquisition Contract (GWAC) in the federal acquisition space. Originally, the contract vehicle provided only technology products for NASA and all other agencies. SEWP has continually evolved over the past 30 years, expanding its scope to meet the requests of its customers. The SEWP vehicle represents acquisition innovation within the Federal Government. The program is self-funded through usage fees (0.34%) and provides all Federal agencies with acquisition support - more than 50,000 orders a year.

FAIR OPPORTUNITY

FAR 16.505(b) (1) provides that each contractor shall be given fair opportunity to be considered for each order exceeding \$10,000 and issued under multiple award contracts. The FAR states that the method to obtain fair opportunity is at the discretion of the Contracting Officer (CO) and the CO must document the rationale for placement and price of each order. Using the SEWP online Quote Request Tool is the recommended method to assist in this activity and to augment the required decision documentation. The SEWP Quote Request Tool (QRT) will automatically include the Contract Holders within a selected Group or based on a suggested source.

ABOUT ADS

ADS is proud to serve as the critical connector between the US defense innovation ecosystem and the operational needs of those who protect our nation.



ADS

621 Lynnhaven Parkway
Virginia Beach, VA 23452
+1 866.796.0972
customercare@adsinc.com

SEWP VI PROGRAM SUPPORT

Blair Harrison

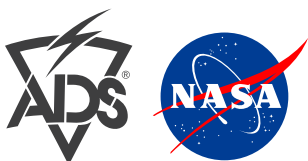
SEWP Program Manager
bharrison@adsinc.com
757.222.1857

Brittany Ericson

SEWP Deputy Program Manager
bericson@adsinc.com

SEWP VI HELPLINE

help@sewp.nasa.gov | (301)286-1478
SEWP PMO Hours: M-F, 7:30 AM – 6 PM (ET)
www.sewp.nasa.gov



SEWP VI
Solutions for Enterprise-Wide Procurement

CONTRACT HOLDER

CONTRACT AWARD: #80TECH26D2064

24/7 CUSTOMER CARE /// +1 866.796.0972



SEWP VI
Solutions for Enterprise-Wide Procurement



WHAT'S IN SCOPE FOR SEWP VI?

SEWP is designed to provide a broad suite of Information Technology, Communication and Audio Visual (ITC / AV) solutions and services. Technology is ever-evolving and for that reason SEWP's processes enable our Contract Holders to add new commercial technology and IT services to their contract daily, as requested by their customers. The focus of is on the full suite of technology offerings that simplify Governmental access and Industry offerings across the entire ITC/ AV solutions and services landscape. SEWP is composed of three (3) scope categories detailed below. If you would like SEWP to determine if your requirement is within scope of the SEWP VI contract, please send an overview and/or bill of materials (BOM) to help@sewp.nasa.gov and we will quickly review and provide feedback.

The SEWP Contracts were awarded by scope category. The three categories are:

- » **Category A -ITC/AV Solutions (ADS holds a contract for Category A)**
- » **Category B -Enterprise-Wide ITC/AV Service Solutions**
- » **Category C -Mission-Based ITC/AV Service Solutions**

Category A

ITC/AV Solutions(Information Technology, Communications, and Audio-Visual Solutions)

Category B

Enterprise-Wide ITC/AV Service Solutions

Category C

ITC/AV Mission-Based Services

ORDERING PROCESS

The internal ordering process of each Agency varies. The process and accompanying forms for Purchase Requests (PR) and Delivery Orders (DO) that are issued against a SEWP contract is defined by the issuing Agency, not the NASA SEWP Program Management Office (PMO). The typical process is for an end-user to determine a requirement and generate a Purchase Request (PR).

The PR along with any necessary information is sent to that Agency's procurement office which results in the issuance of a DO. Any valid Federal Agency DO form, and the associated Delivery Order number may be used. The NASA SEWP Program Management (PMO) does not issue DOs - these must be issued through the issuing Agency's procurement office. The SEWP Program Management Office (PMO) reviews, processes and tracks issued DOs and forwards them to the Contract Holder(s).

Some Agencies have special requirements for issuing IT Delivery Orders. It is the Issuing Agency's Contracting Officers' (COs/KOs) responsibility to be aware of any Agency-specific policies regarding issuing orders via an existing contract vehicle and Government-Wide Acquisition Contracts. There are no requirements under the SEWP Contracts for issuing Agencies to use other intermediary procurement offices, except as directed through their own internal policies.

If modifications are made to any order, these must also route through the SEWP Program Management Office (PMO).

CONTRACT HOLDER

CONTRACT AWARD: #80TECH26D2064

24/7 CUSTOMER CARE /// +1 866.796.0972