

NASA SEWP V Ordering Guide



Group C
Contract #NNG15SD71B
Small Business



SEWP V General Overview

The SEWP V contract is a Government-Wide Acquisition Contract (GWAC) used to streamline procurement of Information Technology products and services. SEWP V is an indefinite delivery, indefinite quantity (IDIQ) contract for use by all federal agencies and agency support contractors.

As required by the Fair Opportunity clause in FAR Part 16, all contract holders within each group must be considered, and it is recommended that requirements be posted to multiple groups for maximum competition. The Quote Request Tool provides Fair Opportunity Groupings when selecting contract holders.

Ordering Process

While the ordering process of each agency varies, the typical process involves:

End User/Contracting Officer (CO):

1. Determines best value through market research.
2. Creates Delivery Order (DO) citing NASA SEWP V Contract # and Prime Contract Holder.
3. Sends orders to NASA SEWP Program Management Office at sewporders@sewp.nasa.gov

NASA SEWP PMO:

1. Verifies order.
2. Forwards valid orders to the appropriate contract holder.

SEWP Contract Holder:

1. Processes order.
2. Delivers equipment and services.
3. Invoices Agency or Contractor.

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

All DOs must contain the following

- Delivery Order Number
- Quote from a SEWP Contract Holder verifying the viability of the order
- Date Delivery Order Issued
- SEWP Contract Number
- SEWP Contract Holder's address/phone number
- Issuing Office: Agency Name/Mailing Address
- Ship to Office: Agency Name/Mailing Address
- Total dollar amount of order
- Contracting Officer's Signature
- Contracting Officer's Phone Number
- Date Delivery Order Signed
- Line Items/Pricing

SEWP V Contacts

SEWP V Website:

www.sewp.nasa.gov

SEWP Helpline:

help@sewp.nasa.gov / 301-286-1478

NASA SEWP Program Manager:

Joanne Woytek

joanne.r.woytek@nasa.gov / 301-614-7128

NASA SEWP Deputy Program Manager:

Darlene Coen

darlene.e.coen@nasa.gov / 301-614-7127

Surcharges

As of October 1, 2020, the SEWP surcharge for all orders is 0.34%. This fee is included in the price of all products and is not separately listed on quotes. It is the contract holder's responsibility to pay the fee from their quoted product prices. NASA SEWP reserves the right to adjust all surcharge rates as the SEWP Program Management (PMO) budget so requires.

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CMA Overview

CMA is a cybersecurity reseller aiming to strengthen, modernize, and secure federal IT through a comprehensive sales approach, deep knowledge of federal procurement, and the best technology partners in the beltway. Our sales and engineering teams will work with you side-by-side to meticulously select the right combination of products and services to meet your agency's requirements and address your concerns.

Learn more about CMA:
www.cmai.com

Visit our SEWP V website: www.cmai.com/contract-vehicles/nasasewp-v/

Program Support

To obtain a quote for hardware, software, services, or support:

>Reach out to CMA's SEWP Program and/or Deputy Program Managers,

OR

>Submit your request on NASA SEWP utilizing the Quote Request Tool.

For information on installation, basic warranty, extended warranty, technical support, software support, and other post delivery issues:

>Reach out to CMA's SEWP Program and/or Deputy Program Managers.

Troubleshooting:

>Reach out to CMA's SEWP Program and/or Deputy Program Managers.

CMA Contacts

SEWP V Program Manager:

Joe Corini
joe.corini@cmai.com / 703-917-7726

SEWP V Deputy Program Manager:

Cathy Crick
cathy.crick@cmai.com / 703-917-7725

SVP Sales/Operations:

Nik Scalise
nik.scalise@cmai.com / 571-220-4606

CMA Contract Information

NAICS: 514519

Cage Code: 3HHD4

UEI: PG4AHPP8MDN6

GSA Schedule IT-70
Contract No: GS-35F-055OU

NASA SEWP V
Contract No: NNG15SD71B

NIH CIO-CS
Contract No: HHSN316201500052W