

## SEWP V CONTACTS

### SEWP Helpline

help@sewp.nasa.gov  
(301) 286-1478  
WWW.SEWP.NASA.GOV

### Alvarez LLC Contracts

NNG15SD19B, NNG15SC60B

Facets:

Business Size: VOSB

Business Size: SDVOSB

Business Size: SB150

### ALVAREZ Contacts

#### Alvarez Customer Contact

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#### Program Manager

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# SEWP V

## Solutions for Enterprise-Wide Procurement

The NASA SEWP (Solutions for Enterprise-Wide Procurement) GWAC (Government-Wide Acquisition Contract) provides the latest in Information Technology (IT) products and services for all Federal Agencies and their approved contractors. The statutory authority allowing usage of the SEWP contracts by the entire Federal Government is NASA's designation as an Executive Agent by OMB based on the Information Technology Management Reform Act (ITMRA) of 1996, now the Clinger Cohen Act.

NASA SEWP V is comprised of over 140 pre-competed Prime Contract Holders. 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 CO and that 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 QRT tool will automatically include the Contract Holders within a selected Group or based on a suggested source.

Through NASA SEWP, agencies have access to a wide range of commercial advanced technology. This technology includes: Desktops, laptops and servers, Network equipment, Storage systems, Security tools, tablets, and Cloud based services. Also available on SEWP contracts; installation, maintenance and other professional integration services related to in-scope technology products. Access to these solutions are available to all Federal Agencies.

### Key Benefits of NASA SEWP GWAC:

- Only takes 24 hours to add new products. Can be as few as two days to turn around RFQ responses.
- SEWP surcharge for all orders is 0.36% – no cap.
- Used by all Federal departments and agencies and authorized support services for contractors.



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(301) 286-1478

[help@sewp.nasa.gov](mailto:help@sewp.nasa.gov)

<http://www.sewp.nasa.gov/>

# NASA SEWP Ordering Guide

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Delivery Orders MUST be routed through SEWP Orders. Alvarez can deliver your order on your behalf to SEWP Orders if necessary. Delivery orders are processed within one business day of receipt and electronically forwarded to the Contract Holder via SEWP Orders. All contract Modifications must also be routed to the CH via NASA SEWP.

- To obtain a quote for product or services on our NASA SEWP contract please call (877) 739-7289, or email [info@alvarezit.com](mailto:info@alvarezit.com).
- E-Mail PDF Orders to: [sewporders@sewp.nasa.gov](mailto:sewporders@sewp.nasa.gov)
- FAX order forms to: (301) 286-0317
- Mail order forms to: SEWP Program Office  
10210 Greenbelt Road Suite #270 Lanham, MD 20706
- Questions/concerns regarding your order should be directed to your Contract Holder POC. You may also call (877) 739-7289, or email [info@alvarezit.com](mailto:info@alvarezit.com).

## NASA SEWP Ordering Process

### 1. Agency Contracting Officer

- Agency conducts market research to determine best value.
- Creates RFQ, (request for Quote) via SEWP QRT, (Quote request Tool).
- Creates Delivery order assigned to NASA SEWP Contract Holder.
- Sends Delivery order to [sewporders@sewp.nasa.gov](mailto:sewporders@sewp.nasa.gov).

### 2. NASA SEWP Program Office

- Order is verified.
- Order delivered electronically to selected Contract Holder.

### 3. NASA SEWP Contract Holder

- Receives order for processing.
- Product Solution or Services are delivered.
- Agency is Invoiced for payment upon verified receipt of product or services.