



# Solutions for Enterprise Wide Procurement (SEWP)

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# Agenda

- SEWP Overview
- Website Overview
- Conclusion



# Types of Federal Contract Vehicles

## ➤ **Government-Wide Acquisition Contracts (GWACs)**

- Agencies approved by OMB for IT Product/Service GWACs
  - GSA, NIH, NASA
  - Other agencies may have targeted GWAC authority
- Based on Clinger-Cohen Act
- Economy Act determination not required for GWACs
- Open to All Federal Agencies and Their Authorized Support Contractors

## ➤ **Franchise Funds**

- Provide Procurement Support
- Can accept direct funding
- Primary Agencies:
  - GSA Acquisition Services
  - Department Of Interior Acquisition Services Division
  - Department of Defense DISA / DITCO



# SEWP in a Nutshell

- **Contract Vehicle for purchase of ITC (Information Technology and Communication) and Audio/Visual Product Solutions and related Services**
- **SEWP IV effective ordering period to end April 30<sup>th</sup>, 2015**
  - \$5.6 B contract level ceiling per contract awardee
    - All contracts are well below their ceiling
- **SEWP V to begin May 1<sup>st</sup>, 2015**



# What can be procured through SEWP ?

➤ <b>Information Technology</b>	Computer Hardware, Tablets Storage Security
➤ <b>Software &amp; Cloud</b>	Software Virtualization and Cloud Computing XaaS (e.g. SaaS=Storage as a Service)
➤ <b>Networking &amp; Communications</b>	Network Appliances: Routers, Modems Telecommunication Devices and Monthly Service
➤ <b>Supporting Technology</b>	Scanners, Printers, Copiers, Shredders Associated Supplies and Accessories Sensors (SEWP V) Medical IT (SEWP V)
➤ <b>AV/Conferencing</b>	A/V Equipment and Accessories TVs, Display Monitors, Projectors and Screens
➤ <b>Services</b>	Maintenance / Warranty Site Planning / Installation Product Based Training Product Based Engineering Services



# Product Solution Availability

- SEWP is 'Catalog by Request' not 'Request by Catalog'
  - Quote Request tool available on-line
  - No traditional searchable catalog
  - Quotes are verified against contract catalog
- Dynamic Catalog
  - Items added to contract based on customer requests
  - Contract Holder requests to add products are approved or denied daily
  - On-line contract database of record
- Request for Information (RFI) Methods
  - Quote Request Tool (QRT)
  - Email RFI
  - Quick RFI Tool (being developed)



# Quote Verification

## ➤ Verification File

- Verifies items on contract & properly priced
- Shows discount off contract price

## ➤ User must compare line items on quote with verification file

<a href="#">CLIN List Report</a> (Text version of this page)					
CLIN	Status	Catalog Price	Quote Price and Savings	Quote Quantity	Extended Quote Price and Extended Savings
86579	<u>Valid</u>	\$258.17	\$205.00 \$53.17	2	\$410.00 \$106.34

Valid = CLIN and Price have been verified against the SEWP Catalog

## ➤ If Quote does not match verification file

- Ignore Quote
- Notify [help@sewp.nasa.gov](mailto:help@sewp.nasa.gov)



# New Verification Information

## ➤ Additional quote information

- Trade Agreements Act (TAA)
- EPEAT/Energy Star compliance
- Supply Chain – Level of Provider Authorization (SEWP V)
- Strategic Sourcing options (SEWP V)
- Agency Specific flags (SEWP V)



# Fair Opportunity

- Fair Opportunity MUST BE provided within at least one Contract Group or Set-Aside
- Fair Opportunity applies to any Multi-Award Contract
  - FAR 16.505(b)
  - Process for Fair Opportunity (per FAR) is at CO's Discretion
    - SEWP Quote Request Tool is the only RECOMMENDED method
    - Best Value determination
  - Does not apply to orders under \$3000
- Brand Name vs. Sole Source
  - Brand Name: Posting of Justification and Approval (J&A) with RFQ required
  - Sole Source: Exceptions and procedures in FAR 16.505



# SEWP Groups

## NAICS Code 334111

### Group A

- Full and Open Competition

## NAICS Code 541519

### Group B(1)

- Service Disabled Veteran-Owned Small Business Set-Aside

### Group B(2) – SEWP V only

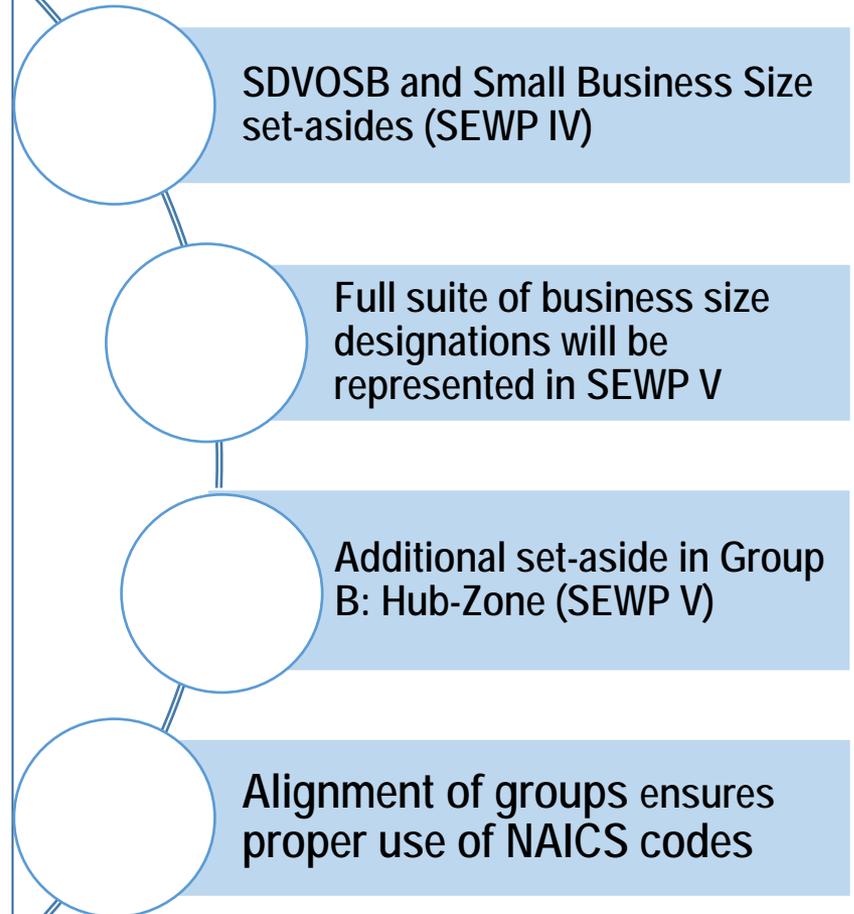
- Hub-zone Small Business Set-Aside

### Group C

- Small Business Set-Aside

### Group D

- Full and Open Competition



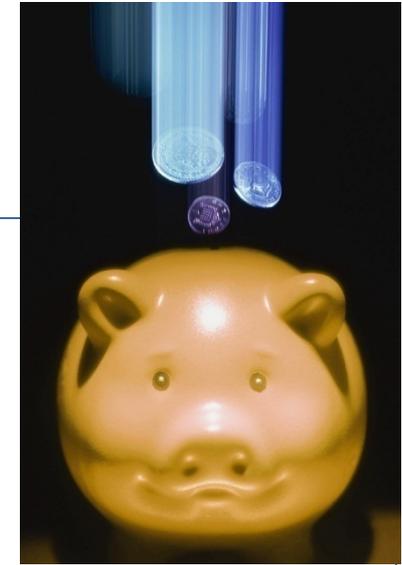


# Contract Basics

- Basic Contracts on-line including table of incorporated clauses
- Delivery Order Against Existing Contract
  - Additional Clauses / T's and C's may be negotiated at the delivery order level
- Agency Specific Policies Are Easily Applied



# Pricing



## ➤ Contract Price

- Contract discount structure
- Comparison to other contract prices
- Less Than GSA Price

## ➤ Quoted Price

- Purchases can be consolidated to maximize price discounts
- Internal competition results in line item discounts
- Product Prices may be negotiated/questioned

## ➤ Delivery Order With Options

- Order awarded for recurring supplies/services needs with options to purchase from the same quote/initial order for a defined period of time
- Delivery orders can be structured similar to a purchase agreement
- Fair Opportunity required for initial order

## ➤ Labor Price reasonableness determined by initiator



# Variable Priced Line Items

- All Line Items on SEWP are Fixed Catalog Price
- 3 Variable priced CLINS on every SEWP Contract
  - **CREDIT-Z: For Credits**
  - **TRAVEL-Z: For Travel in support of in-scope services**
    - **Must follow GSA Travel pricing and regulations**
  - **DELIVERY-Z: For Delivery and Shipping costs**



# Save Money: Low Prices, Lower Fee

## Program budget is self-contained:

- NASA provides no direct SEWP funding
- No SEWP funding is provided to NASA except for overhead cost

Surcharge beginning March 2

All Orders → 0.39%

- Prior to March 2<sup>nd</sup>: Fee can be a separate line item or included in the price of the products
- After March 2<sup>nd</sup>: Fee will be included in all product pricing



# SEWP Support

- **During Business Hours (7:30AM-6:00 PM EST)**
  - Phone
    - Call, call, call (301) 286-1478
  - Online Chat
    - Available at [www.sewp.nasa.gov](http://www.sewp.nasa.gov)
  
- **Assistance Anytime**
  - [help@sewp.nasa.gov](mailto:help@sewp.nasa.gov)
  
- **Free Training via on-line video and on-site sessions**
  - Web-Ex and other options available



# Program Level Outreach Team PLOT

SEWP PLOT provides guidance on IT  
Procurements that are:

- Strategic
- Complex
- Significant in size



# Procurement Lifecycle

## ➤ Pre-Order Support

- Review Requirements when scope is uncertain
- Assistance on SEWP Processes including step-by-step walk through
- Online Quote Request Tool

## ➤ Order Processing

- Review, process and forward orders to Contract Holder
  - Orders must be sent to SEWP Program Management Office (PMO) by Government Agency
  - All orders verified prior to forwarding to Contract Holder
    - Obtaining quotes through the Quote Request Tool will expedite order processing
- Reconcile and track orders through completion

## ➤ Post-Order Support

- Process and post order status data
- Assist with order resolution



# Order Submission Options

## **For a Delivery Order (DO):**

Send DO paperwork to [sewporders@sewp.nasa.gov](mailto:sewporders@sewp.nasa.gov)

-Or-

Fax DO paperwork to [301-286-0317](tel:301-286-0317)

## **For a Credit Card Order (do not include credit card number):**

Use submission option in SEWP Quote Request Tool (QRT)

-Or-

Send quote for CC Order [sewporders@sewp.nasa.gov](mailto:sewporders@sewp.nasa.gov)

-Or-

Fax quote for CC Order to [301-286-0317](tel:301-286-0317)

➤ **SEWP Program Office does not supply award information**

QRT includes an optional Award Notification function



# Post-Award Issues

From FAR Part 16.505:

➤ All Orders

- Fair Opportunity issues may be referred to an Ombudsman

➤ Order less than \$5 Million

- Post-award debriefs and award notification are at the Issuing Agency's discretion

➤ Orders of \$5 Million or more

- Post-award debriefs shall be provided
- Contracting Officer shall notify unsuccessful bidders

➤ Protests

- Orders under \$10 M only protestable for out of scope requirements or ordering outside the contract period of performance
- Orders over \$10 M may be protested (FAR [33.104](#))



# SEWP by the Numbers

- **37 COMPETED PRIME CONTRACT HOLDERS (SEWP IV)**
  - ✓ **4,700+ Manufacturers** including Cisco, Apple, NetApp, EMC, APC, Microsoft, Oracle, etc.
  - ✓ **2,700,000+ Unique Products & Product Based Services**
  - ✓ **25,000 Orders Processed Annually**
  - ✓ **17 Small Business Contract Holders – including 6 which are SDVOSB**
- **75+ PRIME CONTRACT HOLDERS ANTICIPATED FOR SEWP V**



# Reporting Available on SEWP

## ➤ New information provided during RFQ

- Contract Holder Information
  - Performance concerns
  - Business size designation
- Product Information
  - Government initiatives (e.g. Energy Star, EPEAT, TAA)
  - Agency specific approval (option to provide pre-approved product list)
  - Strategic Sourcing options
  - Supply Chain information

## ➤ Reporting availability:

- Reporting at agency level to review purchase history via the SEWP contracts
- Reporting at product classification level
- Reporting on adherence to government initiatives



# Supply Chain Risk Management

## Levels of Provider designation:

1. Manufacturer
2. Authorized Reseller - All provider items
3. Authorized Reseller - Subset of provider items
4. Authorized Partner or Distributor
5. Authorized Reseller - One Item / One Time
6. Unidentified or unknown source



# SEWP Customer Service Contacts

Web	<a href="http://www.sewp.nasa.gov">www.sewp.nasa.gov</a>	24x7x365
E-mail	<a href="mailto:Help@sewp.nasa.gov">Help@sewp.nasa.gov</a>	Get responses within 1 business day
Helpline	301-286-1478	Mon–Fri, 7:30 AM–6:00 PM ET
Fax	301-286-0317	Fax orders
E-mail Orders	<a href="mailto:sewporders@sewp.nasa.gov">sewporders@sewp.nasa.gov</a>	E-mail orders
Mail	10210 Greenbelt Road, Suite 200, Greenbelt, MD 20771	



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# Civil Servant Management Team\*

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\*Questions are best sent to [help@sewp.nasa.gov](mailto:help@sewp.nasa.gov) for fastest assistance



# SEWP Website Overview

- Frequently Asked Questions
- Contracts
- Points of Contact
- Program Performance Page
- Agency Specific Pages