



Flywheel Data SEWP V ORDERING GUIDE

NASA's Solutions for Enterprise-Wide Procurement (SEWP V) Government-Wide Acquisition Contract (GWAC) 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.

Flywheel Data Contract Number: NNG15SD90B

How to Obtain a Quote

The recommended method for getting a SEWP quote is by using the RFQ/RFI tool available at the SEWP website. Using this tool assists in providing and documenting fair opportunity. Quotes may also be obtained by contacting a contract holder directly, however you are then responsible for ensuring Fair Opportunity is provided.

Placing an Order with SEWP V

All Delivery Orders must be routed through the SEWP Program Office (PMO) and should not be sent directly to Flywheel Data or any other contract holder. Once received from the customer, SEWP will log the order and check that the order total matches the verification file from the quote. SEWP orders can be placed via email or fax: Email a .pdf or image file to sewporders@sewp.nasa.gov Fax orders and completed forms to (301) 286-0317

SEWP will process your order and assign a SEWP Tracking Number (STN). The SEWP Bowl will then send the order to the Contract Holder for processing.

Micro-Purchases and Post Delivery

To obtain a quote for a micro-purchase from Flywheel Data, please contact the Flywheel Data Sales Team. Any post-delivery issues or questions related to orders can also be directed to the Flywheel Data SEWP Program Manager. Flywheel Data will forward order information to the NASA SEWP Program Office for processing and tracking of micro-purchases

All other requests should be done using the SEWP online [Quote Request Tool](#)

All orders need to be sent to the NASA SEWP Program Office for processing and tracking

SEWP Helpline: (301) 286-1478

The NASA SEWP helpline (301-286-1478) is your best resource when you have any questions concerning purchase orders, SEWP's web-tools or any SEWP-related topics. The helpline is open Monday - Friday 7:30 am to 6:00pm EST



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