NASA SEWP VI Ordering Guide

SEWP OVERVIEW

The NASA SEWP VI (Solutions for Enterprise-Wide Procurement) 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 space. 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. The contracts are managed and administered by NASA's Goddard Space Flight Center (GSFC) at the NASA SEWP Program Management Office (PMO).

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 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 Quote Request Tool (QRT) will automatically include the Contract Holders within a selected Group or based on a suggested source.

ABOUT SWISH DATA CORPORATION

Swish Data is an IT Value-Added Reseller focused on the Federal Government. Swish provides purpose-built engineering and technology solutions across IT modernization, data science, cybersecurity, and performance engineering. Its engineers support the full solution lifecycle, aligning technology with agency mission objectives.

Visit our website: www.swishdata.com

Swish Data Corporation

Category A Contract
80TECH26D0041

Contract Duration

November 1, 2026 – October 31, 2036

Business Designations

Small Business • SDVOSB • HUBZone

Main Office

1420 Spring Hill Rd, Suite 320
McLean, VA 22102
(703) 635-3324

SEWP VI Program Manager

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contracts@swishdata.com
(770) 713-3314

Deputy Program Manager

Brent Williamson
bwilliamson@swishdata.com
(813) 690-0095

Request a Quote

sewpquotes@swishdata.com
(703) 635-3324

SEWP Helpline

help@sewp.nasa.gov
(301) 286-1478
Mon–Fri, 7:30 AM–6:00 PM ET
www.sewp.nasa.gov

WHAT IS IN SCOPE FOR SEWP VI

SEWP provides Information Technology, Communication, and Audio-Visual (ITC/AV) solutions and services. The SEWP VI contract vehicle includes three scope categories:

- Category A – ITC/AV Solutions
- Category B – Enterprise-Wide ITC/AV Service Solutions
- Category C – Mission-Based ITC/AV Service Solutions

Swish's contract 80TECH26D0041 is in Category A. For a scope review, send an overview of your requirement and/or a bill of materials (BOM) to help@sewp.nasa.gov.

CONTRACT INFORMATION

Contract Detail	Swish Data Corporation
Contract Number	80TECH26D0041
Category and Designations	Category A; Small Business; SDVOSB; HUBZone
Contract Duration	11/1/2026 – 10/31/2036
Federal ID Number	204539658
UEI	DMERLBE3JR53
DUNS Number	623506107
CAGE Code	4D7K5
Payment Terms	Net 30 Days
SEWP Fee	0.34%
Warranty	Standard commercial warranty included; extended warranty and customized options available

ORDERING PROCESS

The internal ordering process of each agency varies. 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.

Regardless of agency-specific ordering processes, the general flow for SEWP orders is:

1. Define the requirement and obtain a quote from a SEWP Contract Holder. Use the SEWP Quote Request Tool to support fair opportunity.
2. Prepare a Purchase Request and send it, with funding information, to the agency procurement office.
3. The agency procurement office issues a Delivery Order using a valid Federal agency order form and Delivery Order number.
4. Route the Delivery Order to the NASA SEWP PMO for review, processing, tracking, and forwarding to the Contract Holder.

The NASA SEWP PMO does not issue Delivery Orders. If modifications are made to any order, those modifications must also route through the NASA SEWP PMO.

DELIVERY ORDER CHECKLIST

Delivery orders must contain the following information. Missing information may prevent processing or cause delays:

- Delivery Order Number (any valid Government DO is allowed)
- Quote from a SEWP Contract Holder verifying the viability of the order
- Date Delivery Order issued
- SEWP Contract Number
- SEWP Contract Holder's mailing address and phone number
- Issuing Office: agency name and mailing address
- Ship to Office: agency name and mailing address
- Total dollar amount of order
- Contracting Officer's signature
- Contracting Officer's phone number
- Date Delivery Order signed
- Line Items/Pricing

Route SEWP Delivery Orders to the NASA SEWP Program Office by fax at (301) 286-0317 or email to sewporders@sewp.nasa.gov. Contract Holders may only accept Delivery Orders tracked through the NASA SEWP Program Office. Include the SEWP fax cover sheet or a similar form providing contact information. Processing is typically less than one business day between receipt at the PMO and delivery to the Contract Holder.

SWISH PROGRAM SUPPORT

Support Need	Contact
Quotes for hardware, software, or services	sewpquotes@swishdata.com (703) 635-3324
Installation, basic and extended warranty, technical and software support, and other post-delivery issues	contracts@swishdata.com (703) 635-3324
Problematic orders and order troubleshooting	ordersupport@swishdata.com (703) 635-3324

Standard commercial warranty is included; extended warranty and customized options are available. Contact Swish for the installation, warranty, and support terms applicable to your quoted products and services.

NASA SEWP PMO CONTACT INFORMATION

Web: www.sewp.nasa.gov (available 24×7×365)
Email: help@sewp.nasa.gov (responses within 1 business day)
Helpline: (301) 286-1478, Mon–Fri, 7:30 AM–6:00 PM ET
Order email: sewporders@sewp.nasa.gov | Order fax: (301) 286-0317
Mail: 10210 Greenbelt Road, Suite 200, Lanham, MD 20706

Visit www.sewp.nasa.gov for the SEWP training video, SEWP VI Terms and Conditions, and complete ordering instructions.

Company information supplemented from swishdata.com and swishdata.com/contracts/ on October 30, 2026. Contract terms and named contacts are based on the supplied Revised Ordering Guide.