



HUBZone Small Business Set Aside on SEWP V



Solutions for Enterprise Wide Procurement

SEWP is a multiple-award Indefinite Delivery/Indefinite Quantity (IDIQ) Government Wide Acquisition Contract (GWAC) with a ceiling value of \$20 billion per contract. It is administered by NASA and available for use by all Federal Government agencies and their authorized subcontractors.

Through SEWP, Agencies can find an exact fit for their needs at the best overall value by choosing the right solutions offered by leading hardware and software manufacturers and experienced government integrators and service providers.





Register / Login to the SEWP V Portal at www.sewp.nasa.gov

	301) 286-0317 sewp.nasa.gov Customer Support Center
Forgot your Password? Access Procurement Info Contract Holders SEWP Tools Customer Service	Create a SEWP Account Create a SEWP account today and start saving. With a SEWP account, you'll be able to conveniently request quotes, view responses, create orders and much more. Register Now Validate Your SEWP Account Validate your SEWP account using the validation code included in the e-mail sent to you. Use account validation code





Select the Quote Request Tool under SEWP Tools - Enter Description of Requirement

SEWP V help@sewp. FAST ACCESS PROCUREMENT INFO CONTRACT HOLDERS		AGENCY RESOURCES CATALOGS CHAT NOW! LOG-DI	
QRT HOME REQUESTS SEARCH LOGOUT	QUOTE REQUEST TOOL (QRT)	(<u> </u>	Welcome, SEWP DEMO! Log 0
Create a New Request he "Save" and "Save and Close" buttons displayed in eac Save and Continue to Confirmation" button at the botton	ORDER STATUS TOOL SEWP IV QRT (READ ONLY) FEDRAMP	ool. The Request will not be submitted unless all required fi isk (*) indicates a required field.	elds have been filled and the
General Information Please provide some General Information about this Rection. Description* (e.g., Requirement for 50 laptops)		ncy Internal Tracking ID" fields will help identify this Reques	
Accenture XDR: AFS-GC-XDR-L5 45,001-5 Agency Designated Tracking ID (Optional)	0,000 Endpoints/GB, Max 1,250) and AFS-XDR-OB-XL FFP Onboarding	
			Save Save and Close
Request Type Select the type of Request you are creating. A Request for	or Quote is recommended if you a	re planning to make a purchase from your quotes.	





Select Create New Request on the Menu Bar







Select the Type of Request You Are Creating

RFQ – Request for Quote

MRR – Market Research Request

RFI – Request for Information

RFAC – Request for Agency Catalog

-Request Type-

Select the type of Request you are creating. A Request for Quote is recommended if you are planning to make a purchase from your quotes.

- Request for Quote (RFQ) Quotes will be verified that all products are on contract and properly priced. Default of 5 business day response time.
- Market Research Request Quotes will be verified that all products are on contract and properly priced. Default of 5 business day response time.
- Request for Information (RFI) Use only for general research such as technical research, scope or product availability questions. Default of 5 business day response time. **Note:** Quotes will not be verified.
- Request for Agency Catalog (RFAC) For use by Agency/Organization Strategic Initiatives requesting information to set-up an agency-specific catalog of products or services. Default of 10 business day response time. **Note:** Use the RFAC option only to create a Purchase Catalog for your agency. To obtain pricing from an existing catalog, please visit the <u>Agency Catalog</u> page to begin a catalog RFQ. For more information on Agency catalogs, please contact <u>help@sewp.nasa.gov</u>
- Set this as my default





Select HUBZone under Group B, C, D to Set Aside for HUBZone Small Business

Fair opportunity must be provided for requests over the micro purchase level

I	Fair Opportunity			
	rail Opportunity			
	The default view/options for the SEWP Quote Request Tool (QRT) has been changed to better reflect the selection processes to maximize competition and provide full set-asid options. Please note that the Group based view previously available on the QRT can still be accessed by selecting 'Group view'. However, the SEWP PMO highly recommends the default view be used.			
	Micropurchase (Agency dependent, but typically under \$10,000). Micropurchases do not require Fair Opportunity and as such, orders can be placed directly by contacting any contract holder of following page.			
	To view the original Fair Opportunity, select <u>Group View</u>			
	Select All, or an available Set-aside from GI Click on "List" to see which Contract Holders (Ch many Contract Holders are in that selection.	roup A, or Group B, C, D:* 1) are in Group A or Group B, C, D. The number in parentheses after each category indicates how	Clear All	
	Group A (NAICS 334111) (<u>List</u>)	Group B, C, D (NAICS 541519) (<u>List</u>)		
ı	Full and Open (36)	Full and Open (131)		
ı	○ WOSB (7)	WOSB (32)		
ı	Small Business (21)	HUBZone (20)		
ı	DEDWOSB (2)	O SDVOSB (32)		
ı		O Small Business (105)		
		DWOSB (14)		
ı				





Provide Requirement Documentation (Solicitation, PWS, List of Materials, etc.)

Ш	Requirement Documentation				
	Requirement bocumentation				
	Provide detailed requirements and other complete information such as additional terms and conditions by attaching one or more files using the "Attachments" option. The				
	"Summary" is a required field. You may provide high level information such as a requirement overview, allowing partial quotes, special delivery requirements, instructions for responding to the Request, best value decision criteria, etc.				
	Attachments (e.g. Statement of Work, Bill of Materials, Terms and Conditions, etc):				
	Choose File No file chosen Add another file				
	Summary:* (4000)				
	Established Authorized Reseller Program (EARP Provider List)				
	Do you require responses to be from Established Authorized Resellers only, when receiving quotes containing products/services from providers with Established Authorized Reseller Programs (EARP)?				
	Yes, please require responses to be from Established Authorized Resellers where applicable.				
	No, please show me responses regardless of reseller status.				
	Watch our 2-minute clip explaining EARP!				
	- Delivery Leading				
	Delivery Location—				
	Will purchases be delivered inside the United States (CONUS)?				
	Outside of Contiguous United States				
	Outside of Contiguous United States, Remote Location				
	Contiguous United States				
1					





Save and Continue to Confirmation

├─Q&A Settings, Reply By Date and Submit				
Page and 3u				
Watch our 4-minute how-to video for	the Question and Answer feature			
Provide Question and Answer (Q&A) settings. The Q&A Cutoff Date determines the latest date and time a Contract Holder can submit a question. You are able to answer questions until the Request reply by date. All times are Eastern Time.				
	Q&A Cutoff Date:*			
Allow Q&A	01/16/2020			
Residue COA E Mail Natification	Q&A Cutoff Time: * 11:59 pm ET ▼			
Receive Q&A E-Mail Notifications	11.38 pm E1 •			
Provide a reply by date and reply by time for this Request. Contract Holders will not be able to respond to this Request after this date and time. All times are Eastern Time. Reply By Date:*				
01/16/2020				
Reply By Time:* 11:59 pm ET ▼				
11.59 pm E1				
Number of Business Days:* 5				
Return to Top				
Close Without Saving	Save and Close Save and Continue to Confirmation			





Finished!

Once you have received confirmation, the request will be sent to all HUBZone contract holders

The default due date for an RFQ is 5 days from creation

For more information, contact:
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Federal Resources Corporation
gtroan@fedresources.com
(703) 606-1985

