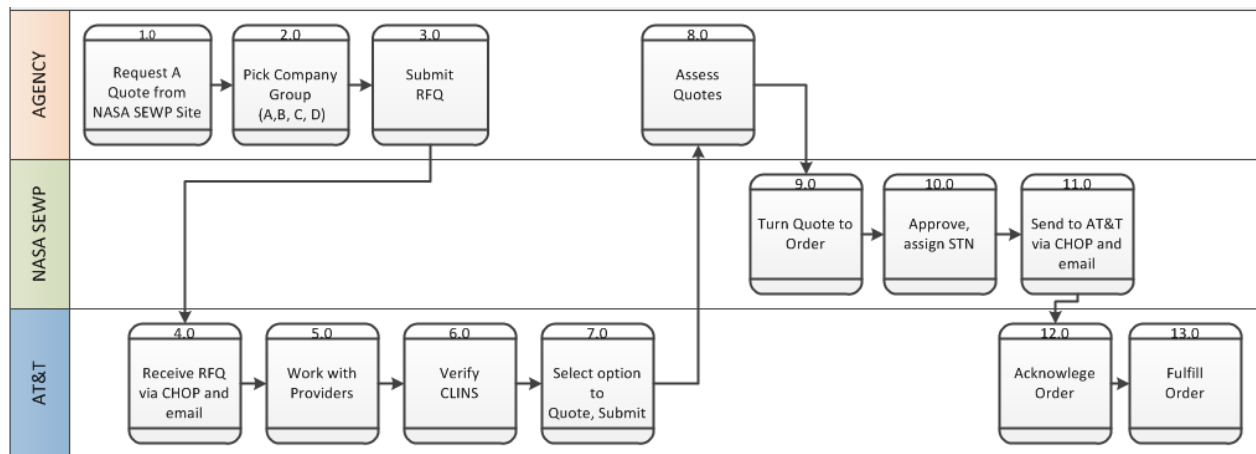




# AT&T SEWP V Ordering Guide

The most efficient way to order from the NASA SEWP V contract is to start the process on the [NASA SEWP web site](#), where you can [request a quote](#) (RFQ), ask for market research (MRR) or request for information (RFI). If you want AT&T to consider bidding on your request, select **Group D** when submitting your request to NASA SEWP team. Your request will be delivered to AT&T and other Group D contract holders.

A flow chart of the SEWP V quote and ordering process is depicted in the chart below.



Once AT&T receives your request, we work with our providers to confirm that we can fulfill your requirements, and determine an accurate delivery date. In addition, we verify the CLINs on the contract and submit our quote back to you via the NASA SEWP CHOP system.

Your next step is to assess the quotes from all contract holders who submitted a bid. In accordance with the Fair Opportunity Clause in the FAR, “The end-user’s decisions will be based on a Best Value and Fair Opportunity determination as required in FAR 16.505(b).”

If you select AT&T as your vendor, notify the NASA SEWP team and they will:

- approve the request
- turn it into an order
- assign a SEWP Tracking Number (STN)
- deliver the order to AT&T

AT&T will issue a communication to you to acknowledge receipt of the order, and will work to fulfill your order, including updating the CHOP data base with delivery dates and notes.

For questions or additional information, please reach out to the appropriate [AT&T points of contact](#), who are listed on our [SEWP contract website](#).