



## HOW THE SEWP ORDER PROCESS WORKS:

### 1<sup>ST</sup> END USER OR SEWP Contracting Officer

1. Determine best value through market research.
2. Create Delivery Order - Cite NASA SEWP Contract # and Prime Contract Holder.
3. Sends Order to NASA SEWP Bowl.

### 2<sup>ND</sup> NASA SEWP Program Management Office (PMO)

1. Verifies Order.
2. Forwards valid Order to the appropriate Contract Holder.

### 3<sup>RD</sup> SEWP Contract Holder

1. Processes Order.
2. Delivers Equipment & Services.
3. Invoices Agency or Contractor.