



M2 Technology



M2 TECHNOLOGY SEWP V ORDERING GUIDE

Contract No. NNGI5SC81B, Group C

SEWP V GENERAL OVERVIEW

Solutions for Enterprise-Wide Procurement (SEWP) is a multiple-award Government-Wide Acquisition Contract (GWAC) vehicle focused on IT products and associated services. As an OMB authorized GWAC, the SEWP V Contracts are utilized by all Federal Agencies. M2 Technology is part of Group C which will provide IT Products, Solutions and Support under their Small Business Contract. M2 Technology's solutions are specifically designed to comply with Government architecture and standards. Please browse our website at www.m2ti.com for new and emerging technology and solutions.

For more information about SEWP V Visit: www.sewp.nasa.gov



M2 TECHNOLOGY

M2 Technology (M2) is an Information Technology (IT) provider specializing in enterprise solutions that range from the Data Center to Client Computing for the Department of Defense (DoD) and the Federal Government. The knowledge and experience of our team provides M2 with a balanced perspective from the customer's view, as well as an understanding of the intricacies of the supply chain. Our engineering department is trained and certified across the technology grid and skilled in designing the right solutions to meet complex and mission critical requirements. Leveraging our account teams, we utilize a consultative engagement model while applying "best practice" principles. The end result is an architecturally sound and price conscious decision that complies with the appropriate standards and meets the business needs and mission of the agency.

M2 Technology offers a trusted and secure supply chain to all of our Federal customers. Our strength is delivering price conscience Commercial-Off-The-Shelf (COTS) technology. Our objective is to help our customers enhance mission effectiveness, take advantage of substantially discounted pricing, facilitate agency efforts to standardize technology, simplify the procurement process and reduce acquisition and lead times to deliver speed to capability.

M2 is a Small Disadvantaged Business (SDB) and Veteran-Owned company delivering "IT Solutions with a Human Connection". We provide system design and architecture support, order & delivery management, implementation services, systems integration, installation of computer network equipment, and technical support.

Get A Quote

The only method provided, and therefore recommended, by the NASA SEWP Program Office for obtaining SEWP Quotes is the utilization of the SEWP Quote Request Tool available at the SEWP Website. Use of this tool assists in providing and documenting Fair Opportunity and verifying and assuring items quoted are on contract and properly priced.

Please contact an M2 Representative in your area or the SEWP Program Office at help@sewp.nasa.gov, or (301) 286-1478

The helpline is open Monday - Friday 7:30 am to 6:00pm EST.

SEWP V Ordering Guidelines and Catalog

M2 Technology is a part of Group C – Small Business. You must include Group C in the request in order for us to submit a quote. All contract holders of Group C will be given a fair opportunity. FAR 16.505(b) (1) provides that each contractor shall be given fair opportunity to be considered for each order exceeding \$3,000 and issued under multiple award contracts. The FAR states that the method to obtain fair opportunity is at the discretion of the CO and that the CO must document the rationale for placement and price of each order. Using the SEWP online Quote Request Tool (QRT) is the recommended method to assist in this activity and to augment the required decision documentation. The SEWP QRT tool will automatically include the Contract Holders within a selected Group or based on a suggested source.

<http://www.sewp.nasa.gov/fairopportunity.shtml>

All Delivery Orders must be routed through the SEWP Program Office (PMO) and should not be sent directly to M2 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). SEWP will then send the order to the Contract Holder for processing. Delivery orders are required to contain the following information for processing. If the below information does not appear on the delivery order, the order may not be processed or processing may be delayed.

- Delivery Order Number (any valid Government DO is allowed)
- Quote from a SEWP Contract Holder verifying the viability of the order
- SEWP Fair Opportunity Form for orders over \$5 Million
- 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

Send in your Delivery Order with any attachments:

Email :: sewporders@sewp.nasa.gov.

Fax :: (301) 286-0317

Mail :: SEWP Program Management Office (PMO)

10210 Greenbelt Road, Ste# 200

Lanham, MD 20706

Policies and Procedures

The following policy and procedural information reflect the terms and conditions of M2's contract with SEWP.

INSTALLATION: The Government may order computer systems, software, components and other equipment with no installation. However, the contractor shall offer installation of all system hardware, system software, and cabling. This does not need to include attachment to a network or configuration of network parameters.

WARRANTY: The Contractor shall provide an extended warranty, which can be purchased and begin at any time during the standard commercial warranty period up to and including the end of the commercial warranty period. Extended warranty packages may be invoiced and paid at the start of the warranty period. This extended warranty shall provide coverage based on the standard commercial warranty.

At the Government's discretion, the Government may order, at any time during a warranty period, monthly maintenance at a Discounted Monthly Extended Warranty amount in lieu of the extended warranty.

SOFTWARE MAINTENANCE / PRODUCT EXTENDED WARRANTY AS A PRODUCT: Product and software maintenance, warranty and licensing shall be treated as a commercial product unless such product is priced on a usage basis; e.g. maintenance on a printer based on usage must be invoiced monthly. Software maintenance as a product includes the publishing of bug/defect fixes via patches and updates/upgrades in function and technology to maintain the operability and usability of the software product. It may also include other no charge support that is included in the purchase price of the product in the commercial marketplace. No charge support includes items such as user blogs, discussion forums, on-line help libraries and Frequently Asked Questions (FAQ), hosted chat rooms, and limited telephone, email and/or web-based general technical support for users self diagnostics.

Software maintenance as a product does NOT include the creation, design, implementation, integration, etc. of a software package. These examples are considered software maintenance as a service and are to be billed monthly.

CERTIFICATE OF MAINTAINABILITY: A "Certificate of Maintainability" is not required for equipment acquired and maintained under this contract unless it is specifically requested by the issuing Contracting Officer. If it is requested, the Contractor shall issue the certification within twenty calendar days of the request.

For questions about warranty, extended warranty, technical support, software support, and other post-delivery issues, please contact the M2 Sales Representative listed on the quote/order.

Support

For Technical Support or Post Delivery Questions, please contact an M2 Representative in your area.

Jay Hart - Central
830.624.0441
jay.hart@m2ti.com

Kristen Frederick - Central
210.566.3993
kristen.frederick@m2ti.com

Joe Fisher - West
757.784.6511
joe.fisher@m2ti.com

Tyler Thompson - East
757.639.0910
tyler.thompson@m2ti.com

SEWP V Contacts:

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www.sewp.nasa.gov

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