

NIH Supply Center Division of Logistics Services

We want to meet your customer service needs! Contact us with any questions you may have!

Email: <u>NIHSC-CustomerService@od.nih.gov</u>

> Phone: 1-833-3 ONE NIH



CUSTOMER SERVICE TOP THREE TIPS:

- 1. When inquiring about an order, please send the requisition # or POTS # for all orders so we can easily look up your status!
- 2. Delivery for orders is between 9am-3pm. Please make sure someone is onsite to accept during those times to ensure delivery completion and satisfaction!
- 3. When you call to inquire about an order you placed, please give us 48 hours to follow up with a solution – we want to make sure we provide you with the most accurate information!

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