NASA SEWP VI CONTRACT HOLDER

Ordering Guide

Category B – Enterprise-Wide ITC / AV Service Solutions | Contract 80TECH26D0999

SEWP OVERVIEW

NASA SEWP VI – The NASA SEWP (Solutions for Enterprise-Wide Procurement), pronounced "soup," provides the latest Information Technology, Communication, and Audio-Visual (ITC/AV) solutions and services for all Federal Agencies and their approved contractors. Created in 1993, SEWP I was the first Government-Wide Acquisition Contract (GWAC) in the federal acquisition space. Originally, the contract vehicle provided only technology products for NASA and all other agencies. SEWP has continually evolved over the past 30 years, expanding its scope to meet the requests of its customers. The SEWP vehicle represents acquisition innovation within the Federal Government. The program is self-funded through usage fees (0.34%) and provides all Federal agencies with acquisition support – more than 50,000 orders a year.

FAIR OPPORTUNITY

FAR 16.505(b)(1) provides that each contractor shall be given fair opportunity to be considered for each order exceeding $10,000 and issued under multiple award contracts. The FAR states that the method to obtain fair opportunity is at the discretion of the Contracting Officer (CO) and that the CO must document the rationale for placement and price of each order. Using the SEWP online Quote Request Tool is the recommended method to assist in this activity and to augment the required decision documentation. The SEWP Quote Request Tool (QRT) will automatically include the Contract Holders within a selected Group or based on a suggested source. Additionally, ordering COs can utilize small business set-aside socio-economic classifications, i.e. Women-Owned Small Business (WOSB), to fulfill an agency's small business goals under the Small Business Set-Aside Authority that allows federal agencies to reserve specific government contracts or portions of contracts exclusively for small business participation.

ABOUT CIVILEON RESEARCH & TECHNOLOGY

Civileon Research and Technology, LLC ("Civileon") is a privately held, woman-owned, minority joint venture, incorporated in the state of Virginia, November 2023. As a WOSB certified through the United States Small Business Administration (SBA), Civileon supports the technical initiatives of several of the largest federal agencies in Washington, DC Metropolitan Area (WMA), as well as projects with large government contractor integrators within the Federal, Defense and Intelligence Communities.

By leveraging our broad capabilities for the NASA SEWP customer base, federal customers can benefit from our streamlined operations, innovative program management, focused compliance, and robust staffing and retention of appropriate personnel.

Visit our website: https://www.civileon.com

Civileon Research & Technology, LLC

Category B Contract

80TECH26D0999

Ultimate PoP:

November 1, 2026 – October 31, 2036

Base: 5 years

Option: 5 years

UEI: YDH9UW1NW1J5

CAGE: 9PD20

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SEWP VI Program Support

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(301) 286-1478

SEWP PMO Hours:
M–F, 7:30 AM – 6 PM (ET)
www.sewp.nasa.gov

WHAT'S IN SCOPE FOR SEWP VI?

SEWP is designed to provide a broad suite of Information Technology, Communication and Audio Visual (ITC/AV) solutions and services. Technology is ever-evolving and for that reason SEWP's processes enable our Contract Holders to add new commercial technology and IT services to their contract daily, as requested by our customers. The focus of SEWP is on the full suite of technology offerings that simplify Governmental access and Industry offerings across the entire ITC/AV solutions and services landscape. SEWP is composed of three (3) scope categories detailed below. If you would like SEWP to determine if your requirement is within scope of the SEWP VI contract, please send an overview and/or bill of materials (BOM) to help@sewp.nasa.gov and we will quickly review and provide feedback.

The SEWP Contracts were awarded by scope category; the three categories are:

- **Category A – ITC/AV Solutions**
- **Category B – Enterprise-Wide ITC/AV Service Solutions (Civileon Research & Technology)**
- **Category C – Mission-Based ITC/AV Service Solutions**

CATEGORY A	CATEGORY B	CATEGORY C
ITC/AV (Information Technology, Communications, and Audio-Visual) Solutions	Enterprise-Wide ITC/AV Service Solutions ✓ CIVILEON AWARD	Mission-Based ITC/AV Service Solutions

CIVILEON CATEGORY B OFFERINGS

The Category B scope provides Federal agencies with customized solutions at an Enterprise level that improve and enhance an ITC/AV infrastructure across an agency or organization through methodologies including but not limited to custom computer programming services, telecommunication services including network operations, IT, AV, and Communications based engineering and design services, data processing and analysis services, hosting, and related services, IT and network operation and computer facilities, ITC and AV management services, IT consulting and educational services, digital government services, and cybersecurity and security systems services. Services may be performed at Government and/or Contractor locations worldwide, as specified in each Order.

The following types of professional services and product solutions can be acquired under Category B through SEWP:

Category B - Enterprise-Wide ITC/AV Service Solutions

- Technical Area 1b: Enterprise-Wide Network Services
- Technical Area 2b: IT Managed Services
- Technical Area 3b: Enterprise-Wide Innovation Services
- Technical Area 4b: IT Service Management
- Technical Area 5b: Enterprise Service Program Integration
- Technical Area 6b: Enterprise-Wide Information and Data Analytics Services (IDAS)
- Technical Area 7b: Enterprise-Wide Application Services/Software Development
- Technical Area 8b: Enterprise-Wide Cybersecurity Services
- Technical Area 9b: Enterprise-Wide Cloud Services
- Technical Area 10b: Enterprise-Wide Digital Multimedia and Technical Communications Services
- Technical Area 11b: Program Management/Ancillary Services and Supplies

ORDERING PROCESS

Unlike the traditional catalog-based contract where requests for products are based on what is available in a catalog, SEWP is a request-based contract vehicle where the catalog is based on customer requests. Therefore, no matter what you find in SEWP's Marketplace, if you cannot locate what you want to purchase, you can send a solicitation to Civileon using the Quote Request Tool (QRT). As long as your requirements are within the scope of SEWP, you can send a Request for Quote (RFQ), Market Research Request (MRR) or a Request for Information (RFI) for the IT products/services you would like to obtain. Civileon will add the items to the contract based on your request and send you a quote. You can then order the solutions based on the quote. If you are uncertain about the scope, send your requirements to **help@sewp.nasa.gov** for review.

The internal ordering process of each Agency varies. The process and accompanying forms for Purchase Requests (PR) and Delivery Orders (DO) that are issued against a SEWP contract are defined by the issuing Agency, not the NASA SEWP Program Management Office (PMO). The typical process is for an end-user to determine a requirement and generate a Purchase Request (PR).

The PR along with any necessary funding information is sent to that Agency's procurement office, which results in the issuance of a DO. Any valid Federal Agency DO form, and the associated Delivery Order number, may be used. The NASA SEWP Program Management Office (PMO) does not issue DOs – these must be issued through the issuing Agency's procurement office. The SEWP PMO reviews, processes and tracks issued DOs and forwards them to the Contract Holder(s).

Some Agencies have special requirements for issuing IT Delivery Orders. It is the Issuing Agency's Contracting Officers' (COs/KOs) responsibility to be aware of any Agency-specific policies regarding issuing orders via an existing contract vehicle and Government-Wide Acquisition Contracts. There are no requirements under the SEWP Contracts for issuing Agencies to use other intermediary procurement offices, except as directed through their own internal policies.

If modifications are made to any order, these modifications must also route through the SEWP Program Management Office (PMO).

Orders for Civileon should reference SEWP VI Contract 80TECH26D0999 and will be processed through the SEWP PMO.