NASA SOLUTIONS FOR ENTERPRISE-WIDE PROCUREMENT

SEWP VI Ordering Guide

CATEGORY A | CONTRACT #80TECH26D1144 | PoP: Nov 1, 2026 – Oct 31, 2036

SEWP VI Overview

NASA SEWP (Solutions for Enterprise-Wide Procurement), pronounced "soup," provides the latest Information Technology, Communication, and Audio-Visual (ITC/AV) solutions and services to all Federal Agencies and their approved contractors. SEWP VI is a multiple-award, indefinite delivery, indefinite quantity (IDIQ) Government-Wide Acquisition Contract (GWAC).

Created in 1993, SEWP I was the first GWAC in federal acquisition. SEWP has evolved continually for more than 30 years, expanding its scope to meet customer needs. The program is self-funded through a 0.34% usage fee and supports more than 50,000 orders a year.

Fair Opportunity

FAR 16.505(b)(1) requires that each contractor be given a fair opportunity to be considered for each order exceeding $10,000 issued under multiple-award contracts. The method is at the discretion of the Contracting Officer (CO), who must document the rationale for placement and price of each order.

The SEWP **Quote Request Tool (QRT)** is the recommended method to support this process and the required decision documentation. The QRT automatically includes the Contract Holders within a selected Group or suggested source.

About CMA

CMA is a dynamic solutions provider specializing in cutting-edge technology for the federal government, strategically focused on enhancing security operations, improving network visibility, and protecting data. We carefully curate our vendor portfolio to select only best-of-breed solutions that meet the rigorous standards of the federal government.

Our team has deep expertise in the Federal Acquisition Regulation (FAR) and federal contracting, ensuring compliance and efficiency throughout the procurement process. With the requisite federal credentials in place, CMA is fully equipped to handle sensitive information and projects. As a prime contractor on NASA SEWP, we offer a wide range of solutions with seamless procurement and implementation.

CMA is a collaborative, innovative, and entrepreneurial organization that values customer satisfaction above all else.

MAIN OFFICE

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SEWP VI WEB PAGE

www.cmai.com/contract-vehicles/nasasewp-vi/

NASA SEWP VI CONTRACT	**80TECH26D1144**
CATEGORY	A – ITC/AV Solutions
PERIOD OF PERFORMANCE	Nov 1, 2026 – Oct 31, 2036
NAICS	541519
CAGE CODE	3HHD4
UEI	PG4AHPP8MDN6

NASA SEWP Helpline

help@sewp.nasa.gov · (301) 286-1478 · Monday–Friday, 7:30 AM – 6:00 PM ET · www.sewp.nasa.gov

Ordering Process and Scope

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What's in Scope for SEWP VI?

SEWP provides a broad suite of ITC/AV solutions and services. Because technology is ever-evolving, SEWP's processes let Contract Holders add new commercial technology and IT services to their contracts daily, as requested by customers. SEWP VI contracts were awarded in three scope categories. To confirm whether a requirement is within scope, send an overview and/or bill of materials (BOM) to **help@sewp.nasa.gov**.

CATEGORY A CMA'S CONTRACT

ITC/AV Solutions

CATEGORY B

Enterprise-Wide ITC/AV Service Solutions

CATEGORY C

Mission-Based ITC/AV Service Solutions

Ordering Process

Each Agency's internal ordering process varies. The process and forms for Purchase Requests (PRs) and Delivery Orders (DOs) are defined by the issuing Agency, not the NASA SEWP Program Management Office (PMO). Typically, an end user determines a requirement and generates a PR, which is sent with funding information to the Agency's procurement office to issue a DO. Any valid Federal Agency DO form and DO number may be used.

The SEWP PMO does not issue DOs; they must be issued by the Agency's procurement office. The PMO reviews, processes, and tracks issued DOs and forwards them to the Contract Holder. Some Agencies have special requirements for IT orders, and Contracting Officers are responsible for knowing their Agency's policies. SEWP does not require Agencies to use intermediary procurement offices. **Modifications to any order must also be routed through the SEWP PMO.**

1 End User / CO

- Determines best value through market research.
- Issues a DO citing contract #80TECH26D1144 and CMA as prime.
- Sends the DO to the NASA SEWP PMO.

2 NASA SEWP PMO

- Reviews and verifies the order for compliance.
- Forwards valid orders to CMA, typically within one business day.

3 CMA

- Processes the order.
- Delivers products and services.
- Invoices the Agency or Contractor.

All Delivery Orders Must Contain

- Delivery Order Number
- Contract Holder Quote
- Date DO Issued
- SEWP Contract Number
- Holder Address/Phone
- Issuing Office Address
- Ship-to Address
- Total Order Amount
- CO Signature
- CO Phone Number
- Date DO Signed
- Line Items / Pricing

Surcharge

The SEWP surcharge for all orders is **0.34%**. The fee is included in the price of all items and is not listed separately on quotes. NASA SEWP reserves the right to adjust surcharge rates as the PMO budget requires.

Need a quote? Submit a request through the SEWP Quote Request Tool or contact CMA's SEWP team directly (see page 3).

Contacts and Support

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Program Support

CMA's SEWP team is your single point of contact for quotes, orders, and post-delivery support.

SEWP VI PROGRAM MANAGER
Gina Brown
gina.brown@cmai.com
301-728-6177

SEWP VI DEPUTY PROGRAM MANAGER
Brittany Wilson
brittany.wilson@cmai.com
570-244-8450

How to Get a Quote

For hardware, software, services, or support:

- Submit a request through the NASA SEWP **Quote Request Tool (QRT)**, or
- Contact CMA's SEWP sales team directly:

Gina Brown, SEWP VI Program Manager
gina.brown@cmai.com · 301-728-6177

Brittany Wilson, SEWP VI Deputy Program Manager
brittany.wilson@cmai.com · 570-244-8450

Troubleshooting an Order

If an order is delayed, incomplete, damaged, or incorrect:

1. Contact the Program Manager with your DO number and SEWP tracking number. CMA will investigate and keep you updated until it is resolved.
2. To escalate, contact the Deputy Program Manager.
3. For contract or order-routing questions, contact the NASA SEWP Helpline.

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Post-Delivery Policies and Support

Installation

Installation, configuration, and integration services are available on request and are quoted as separate line items. CMA schedules the work with you after the order is received.

Basic Warranty

All products include the manufacturer's standard commercial warranty, passed through to the Government. Warranty terms are noted on each quote.

Extended Warranty

Extended or enhanced coverage (for example, on-site or next-business-day service, or drive retention) can be quoted as a separately priced line item.

Technical Support

CMA is your first point of contact. We work with the manufacturer's support organization and follow each issue until it is resolved.

Software Support

Software maintenance, subscriptions, and renewals follow the publisher's terms. CMA tracks renewal dates and provides renewal quotes in advance.

Other Post-Delivery Issues

Report damaged, incorrect, or missing items to CMA promptly. We coordinate returns, replacements, and RMAs with the manufacturer.

POST-DELIVERY SUPPORT CONTACTS

Gina Brown, SEWP VI Program Manager · gina.brown@cmai.com · 301-728-6177
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