VSolvit, LLC — NASA SEWP VI Ordering Guide

Contract Holder Customer Ordering Reference Manual | Contract No. 80TECH26D0441

Welcome to VSolvit's NASA SEWP VI Contract Portal. VSolvit, LLC is an awarded Prime Contract Holder under NASA's Solutions for Enterprise-Wide Procurement VI (SEWP VI) Government-Wide Acquisition Contract (GWAC). SEWP VI is a multi-award GWAC providing state-of-the-art Information Technology, Communication (ITC), and Audio Visual (AV) solutions, products, and technical services to all Federal Agencies and authorized government contractors.

1. Contractor & Contract Overview

Prime Contractor:	VSolvit, LLC
Contract Number:	80TECH26D0441
Contract Vehicle:	NASA SEWP VI (Solutions for Enterprise-Wide Procurement VI) – Category B
Contract Type:	Government-Wide Acquisition Contract (GWAC) / Commercial Products & Services
Period of Performance	11/1/2026 – 10/31/2036
Socioeconomic Status:	Other Then Small
CAGE Code / UEI:	4L5L8 / GKSKWF5HL5H8
Master Program Scope:	Multi-Award GWAC with $20 Billion Ceiling across Categories A, B, and C
SEWP VI Fee:	0.34%
Fair Opportunity:	Comply with FAR 16.505(b) Fair Opportunity Ordering Procedures
Official SEWP Website:	www.sewp.nasa.gov
VSolvit Portal:	SEWP VI Contract Vehicle Page

2. Program Support & Dedicated Points of Contact

VSolvit maintains a dedicated Program Office to ensure seamless execution, rapid quoting, and continuous customer support across all SEWP VI task orders.

Role / Function	Contact Name	Phone	Email Address
Program Manager (PM)	Mr. David Randolph	(805) 277-4705	david.randolph@vsolvit.com
Deputy PM (DPM)	Ms. Brittany Wilson	(805) 277-4705	brittany.wilson@vsolvit.com
Sales & Quoting Lead	Mr. Hezekiah White	(202) 271-6748	capture.tasks@vsolvit.com

Technical & Software Support	Ms. Alexandra Becker	(312) 286-0980	capture.tasks@vsolvit.com
Order Troubleshooting	Mr. David Randolph	(805) 277-4705	david.randolph@vsolvit.com
SEWP PMO Helpdesk	NASA SEWP PMO	(301) 286-4555	chhelp@sewp.nasa.gov

3. How to Obtain Quotes (Hardware, Software, & Services)

- **Step 1 —** Submit via SEWP Quote Request Tool (QRT): Federal Contracting Officers (COs) and authorized government buyers issue Request for Quotes (RFQs) or Market Research Requests (MRRs) through the official NASA SEWP online portal (www.sewp.nasa.gov).
- **Step 2 —** Automated Requirement Routing: The SEWP QRT automatically routes solicitations to VSolvit based on scope category (Category B) and corresponding NAICS codes.
- **Step 3 —** Quote & Verification File Generation: VSolvit evaluates the requirements, confirms item availability in the SEWP Database of Record, and constructs a technical and price proposal along with a matching CLIN Verification File.
- **Step 4 —** Formal Quote Submission: VSolvit submits all formal quotes electronically through the Contract Holder Only Page (CHOP) quote tool in full compliance with SEWP guidelines.
- **Direct Assistance:** For pre-solicitation scope reviews or solution design support, contact VSolvit's sales team directly at capture.tasks@vsolvit.com.

4. Post-Delivery Policies, Warranties, & Support Procedures

Policy / Service Area	Standard Operating Procedure & Policy Details
Installation & Integration	VSolvit provides full-lifecycle site planning, installation, system integration, and deployment services as ordered under applicable service CLINs.
Basic Commercial Warranty	All commercial hardware and software items offered include standard Original Equipment Manufacturer (OEM) commercial warranties.
Extended Warranty & Maintenance	Extended warranties, advanced hardware replacement, 24/7 technical support, and software maintenance/updates are available for purchase.
Technical & Software Support	Customer support is accessible via phone at (805) 277-4705 or email at capture.tasks@vsolvit.com during standard business hours.
Order Troubleshooting	For problematic or delayed shipments, contact VSolvit's fulfillment team at david.randolph@vsolvit.com. Escalations are handled directly by the PM.

5. Order Placement & Processing Procedures

> **Important Compliance Requirement:** In accordance with NASA SEWP rules, Contract Holders cannot begin fulfillment on any delivery order over the micro-purchase threshold until the order has been processed by the SEWP Program Management Office (PMO) and assigned an official **SEWP Control Number (SCN)**.

- **Delivery Order Submission:** The Ordering Contracting Officer (CO) or authorized purchaser submits the delivery order directly to the SEWP PMO via email (sewporders@sewp.nasa.gov) or fax (301-286-0317).
- **Verification & SCN Assignment:** The SEWP PMO logs the order, verifies that line items and pricing match the quote verification file, and assigns an official SCN.
- **Order Transmittal to VSolvit:** The SEWP PMO transmits the approved delivery order containing the SCN to VSolvit.
- **Order Processing & Confirmation:** VSolvit logs into the Contract Holder Only Page (CHOP) and marks the order as 'Received' within 1 business day.
- **Credit Card / Micro-Purchases:** Government credit card orders under the micro-purchase threshold (< $10,000) may be processed directly prior to SCN assignment per SEWP guidelines.

6. Fair Opportunity & Compliance Statement

Fair Opportunity Clause (FAR 16.505(b)): All SEWP VI Contract Holders are provided a fair opportunity to be considered for task orders over the micro-purchase threshold in accordance with FAR 16.505(b), unless one of the statutory exceptions to fair opportunity applies (e.g., urgent necessity, unique/specialized capability, logical follow-on, or satisfying a minimum guarantee).

Section 508 & Supply Chain Compliance: All products and services delivered under VSolvit's SEWP VI contract strictly adhere to Section 508 Accessibility Standards and federal Supply Chain Risk Management (SCRM) attestation guidelines.