

SEWP VI Ordering Guide

NASA Solutions for Enterprise-Wide Procurement | Categories B and C

IntelliTek SEWP VI Program Contacts

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How to Obtain a Quote

Federal agencies and authorized customers may issue a Request for Quote (RFQ) through the NASA SEWP online quoting system. For questions about IntelliTek services, contract capabilities, or quote coordination, contact the Program Manager or Deputy Program Manager listed above.

Quotes are limited to solutions and services available on the applicable IntelliTek SEWP VI contract.

SEWP VI Ordering Process

1. The issuing agency submits its order to the NASA SEWP Program Management Office (PMO) through the designated submission channel.
2. SEWP PMO reviews and enters the order, then performs applicable contract line-item and pricing verification.
3. SEWP assigns the applicable order control or reference information once validation is complete.
4. IntelliTek receives the order notification and acknowledges receipt in accordance with the Contract Holder User Manual (CHUM).
5. IntelliTek performs authorized services under the order, statement of work, and applicable contract terms.

Unless NASA grants an exemption, issuing agencies submit orders to SEWP PMO before contractor processing. See contract Section A.1.8.

Information to Include With an Order

- Order date, number, and issuing agency
- Authorized ordering official and approval
- IntelliTek name and applicable contract number
- Contract line items and total amount
- Accounting information and billing address
- Service location and period of performance
- Statement of work and agreed order terms

IntelliTek SEWP VI Contracts

Category B - Enterprise-Wide ITC/AV Service Solutions
Contract: 80TECH26D2001

Category C - Mission-Based ITC/AV Services
Contract: 80TECH26D1230

Contract holder: IntelliTek LLC
UEI: QECUH3J9AHY5
CAGE: 9NP89
Contract vehicle: NASA SEWP VI GWAC

Ordering period: Nov 1 2026 - Oct 31 3036

NASA SEWP VI Overview

NASA SEWP VI is a Governmentwide Acquisition Contract (GWAC) enabling federal agencies and authorized users to acquire information technology, communications, and audiovisual solutions and services.

Category B: Enterprise-wide services supporting agency-scale IT requirements.

Category C: Mission-based services supporting program and mission IT requirements.

IntelliTek focuses on IT professional services under its Category B and C awards.

Agency Administrative Handling Fee

A SEWP agency administrative handling fee applies as established by NASA SEWP PMO. Agencies should confirm the current fee on the official NASA SEWP website when preparing an order.

Policy, Procedures, and Support

For quote coordination, order status, service delivery, technical support, or troubleshooting an order, contact the IntelliTek SEWP Program Manager or Deputy Program Manager listed on this page.

Installation, warranty, software support, and other post-delivery obligations, when applicable, are governed by the individual order and applicable contract terms.

NASA SEWP Program Office

Website: www.sewp.nasa.gov
Help desk: 301-286-1478
Email: help@sewp.nasa.gov

Consult the official SEWP website and current contract documentation for updated ordering procedures and contact channels.

Fair Opportunity - Section A.1.13

Fair Opportunity and Requests for Quotes | Contract provisions summary

Fair Opportunity

Contractors are provided fair opportunity at the individual order level as appropriate under FAR 16.505(b), including SEWP RFQ tools. The issuing procurement office maintains order selection documentation.

Contract Availability and Market Research

Contract holders may not market, quote, or offer IT solutions under SEWP until included in the SEWP database of record and available to Government customers.

For a Government Request for Information (RFI) issued as market research, a contractor may identify solutions not yet on contract only if clearly marked as unavailable and a technology refreshment request is submitted to add them.

RFQs, MRRs, and No-Bid Responses

For a formal Request for Quote (RFQ) or Market Research Request (MRR), contractors may respond only with solutions available on their contract. Quoted prices must not exceed the applicable SEWP database of record price at the time of quote.

If the contract does not contain sufficient items to fully respond to a formal RFQ, the contractor must submit a No Bid. Partial quotes are permitted only when expressly authorized in the RFQ.

Quote Validity and Use of Information

Quotes must state their validity period; the contractor must honor orders placed within that period. Responses through the NASA SEWP online quoting system must follow the Contract Holder User Manual (CHUM).

Government information obtained through the NASA SEWP Contract Holder Only portal will be used solely for authorized SEWP contract activities and will not be disclosed or used for unauthorized purposes.

Contract Controls

This guide summarizes selected ordering provisions for convenience. The executed IntelliTek contracts, applicable order terms, and NASA SEWP procedures control in the event of any inconsistency.

For the complete provision, refer to Section A.1.13 of the NASA SEWP VI Terms and Conditions.

About IntelliTek

IntelliTek LLC is a joint venture of Aetos LLC and IntelliDyne, providing information technology professional services to federal customers. Through NASA SEWP VI Categories B and C, IntelliTek supports enterprise-wide and mission-focused IT requirements.

Service Areas

- Enterprise IT operations and support
- Application development and modernization
- Cloud and Microsoft platform services
- Cybersecurity and identity management
- Data management, analytics, and integration
- Service desk and end-user support

Ordering Assistance

For contract questions, RFQ coordination, order status, or post-award support, contact the IntelliTek SEWP Program Manager or Deputy Program Manager listed on page 1.

Online Resources

IntelliTek: www.intellitekllc.com

NASA SEWP: www.sewp.nasa.gov