NASA SEWP VI ORDERING GUIDE

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SAM UEI: EPE8N2747L14 | CAGE CODE: 6NLU0 | Top Secret Clearance





WHO WE ARE

Trewon Technologies, LLC is a **HUBZone** and **Woman-Owned Small Business (WOSB)** providing cybersecurity, artificial intelligence, software development, financial system support, and data analytics. Our Subject Matter Experts solve our clients' challenges by applying a comprehensive risk management framework (RMF), business intelligence, DevSecOps, Cloud, and artificial intelligence approaches and solutions.

SEWP VI Contract Number: 80TECH26D1061
Category: Category C - Mission-Based ITC/AV Service Solutions
Period of Performance: November 1, 2026 - October 31, 2026
SEWP VI Usage Fee: 0.34%

SEWP SUPPORT
help@sewp.nasa.gov
(301)286-1478
SEWP PMO Hours: M-F, 7:30 AM – 6 PM (ET)
www.sewp.nasa.gov

Quote Requests: BusinessDevelopment@trewon.com
Program Manager: Luz Lockett
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Deputy Program Manager:Chris Cusano
Chris.cusano@trewon.com | (703) 283-1918
Trewon's SEWP VI Website

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.

NASA SEWP VI
Solutions for Enterprise-Wide Procurement
Contract Holder

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 for feedback. The SEWP Contracts were awarded by scope category, the three categories are:

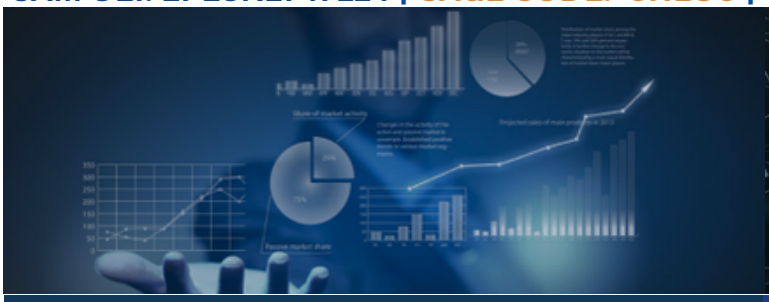
- Category A - ITC/AV Solutions
- Category B - Enterprise-Wide ITC/AV Service Solutions
- Category C - Mission-Based ITC/AV Service Solutions

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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 Category or based on a suggested source.

ORDERING PROCESS

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 is 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 Program Management Office (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).

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