



Contract Holder

CONTRACT HOLDER ORDERING GUIDE

NASA SEWP VI Ordering Guide

Solutions for Enterprise-Wide Procurement · Categories B & C



NASA SEWP VI Contract Holder: Level Touch, LLC

NASA SEWP VI OVERVIEW

NASA SEWP (Solutions for Enterprise-Wide Procurement) is a multiple-award, indefinite-delivery/indefinite-quantity Government-Wide Acquisition Contract (GWAC) managed by NASA. The program supports Federal acquisition of Information Technology, Communications, and Audio-Visual (ITC/AV) solutions and services.

SEWP VI, the sixth iteration of the program, provides access to commercial hardware, software, cloud services, cybersecurity, engineering, consulting, and mission-focused IT services within the applicable awarded category. Ordering agencies define their requirements, conduct the applicable fair-opportunity process, and issue funded orders. The NASA SEWP Program Management Office (PMO) provides acquisition support and processes orders.

SEWP VI ordering is anticipated to begin **November 1, 2026**. Customers should confirm NASA go-live and the applicable contract's activation before placing an order.

SCOPE FOR NASA SEWP VI

NASA SEWP VI provides a broad range of ITC/AV solutions and services to Federal agencies and their approved contractors. Each awarded SEWP VI contract has a maximum value of \$20 billion; this is not a \$20 billion ceiling for the entire vehicle. The scope is organized into three categories, and orders must remain within the scope of the selected contract.

CATEGORY A
ITC/AV Solutions

CATEGORY B
Enterprise-Wide ITC/AV Service Solutions — managed services, cloud integration, and infrastructure support

CATEGORY C
ITC/AV Mission-Based Services — software development, cybersecurity, data analytics, systems engineering, and technical support

Products and ancillary support must meet the applicable category restrictions. For a scope review, send a requirement overview, statement of work, or bill of materials to help@sewp.nasa.gov.

CONTRACT DURATION

NASA has announced a 10-year SEWP VI ordering period of **November 1, 2026, through October 31, 2036**. Ordering is subject to NASA go-live, activation of the applicable contract, and its current terms.

AUTHORIZED BUYERS

SEWP VI is available to Federal agencies and appropriately authorized Federal contractors. Contractor use must comply with the required Government authorization and contract terms.

GENERAL CONTRACT INFORMATION

Contractor	Level Touch, LLC
Contract Vehicle	Multiple-award IDIQ GWAC
CATEGORY B 80TECH26D1388 Enterprise-Wide ITC/AV Service Solutions	CATEGORY C 80TECH26D1109 ITC/AV Mission-Based Services
Anticipated Ordering Start	November 1, 2026
Ordering Period End	October 31, 2036
SEWP Surcharge	0.34% currently published; verify at order placement

NASA SEWP PROGRAM OFFICE

Program Website	www.sewp.nasa.gov
PMO Hours	Mon–Fri, 7:30 AM – 6:00 PM (ET)
Email	help@sewp.nasa.gov
Customer Help Desk	301-286-1478

ABOUT LEVEL TOUCH, LLC

Level Touch is a technology and management consulting firm serving Federal and State agencies nationwide. We offer a distinct portfolio of innovative services and solutions tailored to meet the evolving needs of businesses across industries.

We provide enterprise deployment & systems integration, cybersecurity, healthcare training and adoption, business and program operations, infrastructure modernization, clinical informatics, data analytics, and software testing/IV&V support to our Federal and State clients across the nation.

ISO 9001:2015 ISO 20000-1 ISO 27001

A.1.13 FAIR OPPORTUNITY AND REQUESTS FOR QUOTES

Contractors will be provided a fair opportunity at the individual order level as appropriate per FAR Part 16.505(b), including the SEWP RFQ tools. No documentation for the order selection is required to be submitted with the order. All such documentation is to be maintained by the issuing office.

The Contractor shall not market, quote, or otherwise offer for sale any IT Solutions not listed under this contract until the said solutions are included in the SEWP database of record and available to all Government end-users.

For an RFI, the contractor may identify items not yet on its SEWP contract only if:

- 1. all such items are clearly marked as not yet available on their SEWP contract; and
- 2. the contractor submits a technology refreshment request to add those products to their contract.

If the Government issues a Request for Quote (RFQ) or a Market Research Request (MRR), the Contractor may only respond with items available on their Contract, and the price of each item shall be no greater than the price in the Attachment F SEWP database of record at the time the quote is issued. If the Contractor has insufficient items on their contract to fully respond to the Formal RFQ, the Contractor must respond with a No Bid. Unless the RFQ specifically allows for partial quotes, the Contractor must respond fully to all requirements specified in the RFQ.

When submitting a quote to a government end-user, the contractor must clearly state the length of time the quote is valid. The Contractor shall honor any order submitted within the stated time period of a quote.

When responding to an RFI or RFQ issued from the NASA SEWP RFQ online quoting system, the Contractor must respond as outlined in Attachment C: Contract Holder User Manual (CHUM).

Contract Holders are prohibited from using Government information posted on the NASA SEWP Contract Holder Only Page, such as RFQs, RFIs, etc., for purposes other than proposing on SEWP requirements. This includes Contract Holders providing third parties with SEWP information and requirements for the purpose of assisting companies that are not SEWP Contract Holders with providing unsolicited proposals to meet agency requirements already posted to the NASA SEWP RFQ online quoting system. [3]

ORDERING PROCESS

NASA's Quote Request Tool (QRT) supports requests for information and quotations and helps ordering agencies provide fair opportunity. The ordering agency selects the appropriate SEWP VI category and eligible contract holders, identifies its requirements and evaluation criteria, and sets a suitable response period. For classified or sensitive requirements, coordinate an approved, secure exchange method with the agency and SEWP PMO; do not transmit protected information through an unauthorized channel.

Each ordering agency establishes its own purchase-request, funding, acquisition, and order-approval procedures. The end user documents the requirement and sends the purchase request and necessary funding information to the agency's procurement office. The agency's Contracting Officer, not the NASA SEWP PMO, makes the award and issues the task or delivery order.

The issuing procurement office retains the evaluation, price-reasonableness, fair-opportunity, and award documentation required for its acquisition. Any valid Federal agency order form may be used if it includes the required contract, funding, scope, pricing, delivery/performance, and authorization information. Include the selected contract holder's quote and the correct SEWP VI contract number.

The SEWP PMO reviews, processes, and tracks orders and forwards them to the applicable contract holder. Ordering agencies remain responsible for agency-specific policies and required approvals. Use of an intermediary procurement office is not required by SEWP unless the ordering agency's own policies require it.

All order modifications must also be routed through the NASA SEWP PMO.

HOW TO PLACE AN ORDER

- 1 Submit funded, signed orders and the supporting contract-holder quote to sewporders@sewp.nasa.gov using the current NASA SEWP submission process.
- 2 Include the agency order number, correct SEWP VI contract number, line items and pricing, total value, delivery or performance information, and Contracting Officer contact and signature details.
- 3 The Contracting Officer determines the applicable NAICS code, size standard, eligibility, and competition requirements.
- 4 The SEWP PMO assigns a SEWP Control Number (SCN) and forwards the processed order to the contract holder.

Allow a quotation response period appropriate to the complexity of the requirement and applicable fair-opportunity procedures. Confirm current tool settings, surcharge, contract activation, and submission requirements with the SEWP PMO before placing an order.

LEVEL TOUCH SEWP VI PROGRAM MANAGEMENT CONTACTS

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OFFICIAL ORDERING RESOURCES

- [1] [NASA SEWP VI Program and Onboarding](#)
- [2] [NASA SEWP VI Award Announcement – June 22, 2026](#)
- [3] [SEWP VI RFP – Ordering and Fair Opportunity Clauses](#)
- [4] [SEWP VI Contract Holder User Manual \(CHUM\)](#)
- [5] [NASA SEWP PMO Ordering Information](#)
- [6] [Level Touch – Company Profile](#)

Current SEWP VI contract terms and NASA implementation guidance govern. PMO ordering information published for SEWP V should be applied to SEWP VI only as confirmed by NASA.