Capricorn JV II, LLC
NASA SEWP VI Ordering Guide

NASA SEWP VI Overview

Created in 1993, SEWP I was the first Government-Wide Acquisition Contract (GWAC) in the federal acquisition space. Originally, the contract vehicle provided only technology products for NASA and all other agencies. SEWP has continually evolved over the past 30 years, expanding its scope to meet the requests of its customers. The SEWP vehicle represents acquisition innovation within the federal government. The program is self-funded through usage fees (0.34%) and provides all federal agencies with acquisition support – more than 50,000 orders a year. NASA SEWP VI is a Multiple Award Indefinite Delivery, Indefinite Quantity (IDIQ) GWAC.

About Capricorn JV II, LLC

Capricorn JV II, LLC is a SBA Metro-Protégé Joint Venture that consists of Persistent Technology, Inc. (Protégé and Managing Member) and Ellumen, Inc. (Mentor). As a Service-Disabled Veteran-Owned Small entity, the Capricorn brings a deep understanding of federal healthcare systems, military IT, and mission-critical technology environments. Our teams support federal projects with practical experience in healthcare interoperability, digital imaging, cybersecurity, cloud infrastructure, DevSecOps, supply chain management, training, and strategic communications.

Awarded NASA SEWP VI Categories

The focus of SEWP is on the full suite of technology offerings that simplify Governmental access and Industry offerings across the entire Information Technology, Communication and AV (ITC/AV) solutions and services landscape. SEWP VI is composed of 3 categories.

Category B - ITC/AV infrastructure through methodologies such as cloud services; managed services such as computer or printer services; and shared services such as Agency-wide help desk ticketing systems. Services which adhere to the definition of ITC/AV services and encapsulate an enterprise-wide solution, are within scope and may be provided to meet an agency's particular mission needs.

Category C - ITC/AV mission-based services that provide a full range of technology services such as custom computer programming services, telecommunication services including network operations, ITC/AV based engineering and design services, data processing and analysis services, hosting, and related services, ITC/AV and network operation and computer facilities, ITC/AV management services, ITC/AV consulting and educational services, digital government services, and cybersecurity and security systems services.

SEWP VI Fair Opportunity and Requests for Quotes

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.

NASA SEWP VI
Solutions for Enterprise-Wide Procurement
Contract Holder

Contract Holder

Capricorn JV II, LLC
SDVOSB | www.capricornjv.com
UEI: D94FJJEC7NJ4
Address: 85 S Bragg St, Suite 602 Alexandria, VA 22312

Contract Information

SEWP VI Contract Numbers:
Category B: 80TECH26D1979
Category C: 80TECH26D0630
Contract Type: GWAC
PoP: Nov 1, 2026 – Oct 31, 2036
SEWP Surcharge: 0.34%
Credit Card Fee: 2.90%

Program Management & Ordering Support (for ordering issues, etc.)

SEWP Program Manager
Matthew Sites
Tel: (202) 391-8703
E: mjs@capricornjv.com

SEWP Deputy Program Manager
Krishna Dave
Tel: (757) 374-2657
E: kdave@capricornjv.com

How to Contact SEWP

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

Capricorn JV II, LLC: NASA SEWP VI Categories B & C
Ordering Guide

SEWP VI Fair Opportunity and Requests for Quotes (cont.)

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.

If the Government issues a Request For Information (RFI) as part of market research, the Contractor may provide items not yet listed on their SEWP contract as part of a market research quote 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 the no greater than the price in Attachment F SEWP database of record at the time the quote is. 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 on-line 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 on-line quoting system.

SEWP VI Ordering Process

1. Customer or Contract Holder submits orders to SEWP Program via email (sewporders@sewp.nasa.gov) or via fax 301-286-0317.
2. SEWP PMO enters order into system and assigns the order a case number.
3. If an RFQ number is provided with the order, the CLIN list provided by the Contract Holder during quoting is re-verified against the order total and assigned a SEWP Control Number (SCN). *If the totals do not match or the RFQ number is not provide the Contract Holder will have to renter the CLIN verification file using the CHOP order tool, within one(1) business day. An SCN will not be assigned until the CLIN list is verified. (A CLIN list is required for all new orders and order modifications that change the dollar amount of the order)*
4. Once the order has been verified the Contract Holder is sent an email that an order has been entered by the SEWP PMO
5. The Contract Holder will then acknowledge receipt of the order by replying directly to the order email, or using the “Mark as Received” button on the CHOP, within one (1) business day.

The following information is required for each order:

- Date of order
- Signature (direct, electronic, or implied through preapproved method) of authorized Government Ordering Official
- Contracting Officer for order
- Credit Card holder name for credit card orders
- Name and phone number of authorized Government Ordering Official
- Name of issuing agency
- Name of ordering agency (if different from Issuing Agency)
- Order number
- Contractor name and SEWP contract number
- Appropriation and accounting data
- Billing and invoice Address
- Shipping address
- SEWP CLINs (Contract Line Item Numbers) and product descriptions to be delivered
- Total order amount
- Additional mutually agreed upon Terms and Conditions,
- Statement of Work, etc.
- Period of performance for any associated services

Related Links

NASA SEWP VI https://www.sewp.nasa.gov/sewpvi/
Capricorn II, LLC Corporate Homepage https://www.capricornjv.com