



CERTIFIED TECHNICAL EXPERTS, INC.

NASA SEWP VI ORDERING GUIDE

Category C - Mission-Based ITC/AV Service Solutions

SEWP VI Contract	80TECH26D1462
Contract Holder	Certified Technical Experts, Inc.
UEI	LJ6WAMTZN7V8
Program Office	sewp6@ctex-inc.com 855.426.8076
Version	1.0 Revised September 9, 2026

Current contract page: ctex-inc.com/aboutus/ContractVehicles/sewp6

For Federal Government ordering officials, program offices, and approved Federal contractors.

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1. Contract at a Glance

Item	CTE SEWP VI Information
Contract Holder	Certified Technical Experts, Inc.
SEWP VI Contract Number	80TECH26D1462
Scope Category	Category C - Mission-Based ITC/AV Service Solutions
Contract Type	Government-Wide Acquisition Contract (GWAC), multiple-award IDIQ
UEI	LJ6WAMTZN7V8
Ordering Start	NASA anticipates November 1, 2026
Anticipated Period of Performance	November 1, 2026 through October 31, 2036
SEWP Administrative Handling Fee	0.34% maximum; included in the quoted price
CTE Program Office	sewp6@ctex-inc.com 855.426.8076

Important: NASA SEWP VI is in the contract-holder onboarding and transition period. NASA currently anticipates SEWP VI go-live on November 1, 2026. Current NASA guidance and the governing contract take precedence if dates, procedures, or fees change.

2. About NASA SEWP VI

NASA Solutions for Enterprise-Wide Procurement (SEWP), pronounced "soup," is a Government-Wide Acquisition Contract that provides Information Technology, Communication, and Audio-Visual (ITC/AV) solutions and services to

Federal agencies and their approved contractors. The program is managed by the NASA SEWP Program Management Office at Goddard Space Flight Center.

SEWP is designed to simplify acquisition of evolving technology and IT services. For SEWP VI, contract scope is organized into three categories:

Category	Scope	CTE Status
A	ITC/AV Solutions	Not held
B	Enterprise-Wide ITC/AV Service Solutions	Not held
C	Mission-Based ITC/AV Service Solutions	Contract Holder

3. About Certified Technical Experts, Inc.

Certified Technical Experts, Inc. (CTE) is a Federal technology services company providing systems engineering, cloud and DevSecOps, cybersecurity, data and AI, application modernization, IT operations and service desk support, and related mission technology services. CTE supports Federal customers with disciplined quality, security, and program-management practices.

Under SEWP VI, CTE holds a Category C contract for mission-based ITC/AV service solutions. Customers should use the NASA SEWP Quote Request Tool or contact the CTE SEWP VI Program Office for assistance shaping a requirement, requesting market research, or obtaining a quote.

4. Fair Opportunity

SEWP VI is a multiple-award contract. At the individual order level, ordering activities must provide contract holders a fair opportunity to be considered as appropriate under FAR 16.505(b), subject to applicable exceptions and agency procedures. The ordering Contracting Officer is responsible for the acquisition decision and for maintaining the required order documentation.

NASA recommends use of the SEWP online Quote Request Tool (QRT) to support fair opportunity and capture the solicitation and response record. For a Category C requirement, the ordering activity should issue the request to the appropriate Category C holders and apply any authorized set-aside or sourcing strategy at the order level.

CTE Quote Rule: CTE will quote only products or services that are available and eligible under its SEWP VI contract at the time of the quote. If CTE cannot fully respond to a formal request and partial responses are not permitted, CTE will respond in accordance with the governing SEWP VI contract and CHUM requirements.

5. What Is in Scope for SEWP VI

SEWP VI covers a broad suite of ITC/AV solutions and services. Category C is focused on Mission-Based ITC/AV Service Solutions. Requirements should be framed as mission-focused services and must remain within the scope of the SEWP VI contract and CTE's awarded contract.

If an agency would like an independent scope determination before issuing a request, send an overview, statement of work, or bill of materials to the NASA SEWP Program Management Office at help@sewp.nasa.gov.

6. CTE Category C Capabilities

Examples of mission-based IT services CTE may support under Category C, subject to the specific requirement being within contract scope and available under CTE's contract, include:

- Systems engineering, solution architecture, and technical integration
- Cloud engineering, migration, platform services, DevSecOps, and automation
- Cybersecurity engineering, security operations, compliance, and risk-management support
- Data engineering, analytics, artificial intelligence, machine learning, and decision-support solutions
- Application development, modernization, integration, sustainment, and software engineering
- Infrastructure, systems administration, network administration, and IT operations
- Service desk, end-user support, technical support, and operational sustainment
- Training, documentation, knowledge management, and technology adoption support

Scope Confirmation: The NASA SEWP PMO is the authoritative resource for questions about whether a proposed requirement is within SEWP scope. CTE can assist customers in preparing a clear requirement before the formal quote request is issued.

7. CTE SEWP VI Program Office

Use the team mailbox for quotes, orders, market research, program questions, and post-delivery support. Both program contacts monitor the mailbox.

Role	Name	Email	Telephone
Program Office	CTE SEWP VI Team	sewp6@ctex-inc.com	855.426.8076
SEWP VI Program Manager	Sunil Savili	ssavili@ctex-inc.com	678-525-2560
SEWP VI Deputy Program Manager	Long Nguyen	longnguyen@ctex-inc.com	334.492.0912

8. How to Order

Each agency establishes its own internal Purchase Request (PR) and Delivery Order (DO) procedures. NASA SEWP does not issue the agency's delivery order. A typical SEWP VI ordering sequence is:

1. **Define the requirement.** The program office develops the mission need, performance objectives, SOW/PWS, estimated period of performance, funding, security needs, and evaluation approach.
2. **Confirm SEWP scope when needed.** For uncertain requirements, request a scope review from NASA SEWP at help@sewp.nasa.gov.
3. **Request quotes.** Use the NASA SEWP Quote Request Tool (QRT) and select the applicable Category C contract holders. Apply any permitted order-level set-aside or other acquisition strategy in accordance with agency policy.
4. **Receive and evaluate quotes.** CTE responds with technical and price information, identifies the quote validity period, and provides any assumptions or order-specific terms.
5. **Issue the Delivery Order.** The ordering agency's procurement office issues a valid Federal delivery order against the selected SEWP VI contract.
6. **SEWP PMO processing.** The NASA SEWP PMO reviews, processes, tracks, and forwards the issued order to the selected Contract Holder.
7. **CTE order execution.** CTE coordinates kickoff, onboarding, service delivery, reporting, and support in accordance with the delivery order.
8. **Process modifications through SEWP.** Any modification to an existing SEWP order must follow the applicable agency and NASA SEWP routing requirements.

9. How to Obtain a Quote

Option 1 - NASA SEWP Quote Request Tool (recommended)

Issue an RFQ, RFI, or Market Research Request through the NASA SEWP online quoting environment. For a CTE response, identify the appropriate Category C source strategy and include Certified Technical Experts, Inc. when permitted by the QRT workflow. This route supports fair-opportunity documentation and formal response tracking.

Option 2 - Contact the CTE SEWP VI Program Office

For pre-RFQ market research, rough-order-of-magnitude planning, requirement shaping, or questions about CTE's capabilities, contact: sewp6@ctex-inc.com | 855.426.8076

Recommended information to include with your request

- Agency and requesting office, contracting point of contact, and technical point of contact
- Requirement description and, when available, SOW/PWS/SOO or other technical specifications
- Desired start date and period of performance
- Place of performance and remote/on-site expectations
- Security, clearance, badging, PIV, network, or facility-access requirements
- Required labor skills, certifications, key personnel, deliverables, service levels, and performance metrics
- Expected travel, other direct costs, or Government-furnished information/equipment
- Applicable accessibility, cybersecurity, data, privacy, and technology standards
- Quote due date and desired quote validity period
- Planned payment method, including Government purchase card when applicable

Quote Validity: CTE quotes will state the period for which the quote is valid. Orders should be issued within the stated validity period or the customer should request a refreshed quote.

10. Fees and Payment

NASA SEWP is self-funded through an administrative handling fee. Current NASA SEWP VI onboarding guidance identifies a maximum fee of 0.34% of the order value. The fee is included in the quoted price rather than added as a separate customer line item, subject to the governing SEWP VI contract and current NASA PMO guidance.

Government purchase card acceptance and any applicable processing fee will be identified in the CTE quote in accordance with the contract. Customers planning to use a purchase card should identify that payment method when requesting a quote so the quote can reflect the applicable terms.

11. Installation, Warranty, Technical Support, and Post-Delivery Support

Category C orders are mission-based service orders, so installation, warranty, technical support, software support, and other post-delivery terms may vary by requirement. CTE will identify applicable terms in its quote and perform in accordance with the resulting delivery order.

Service commencement and installation - CTE coordinates kickoff, onboarding, access provisioning, environment readiness, installation/configuration activities, and other transition steps required by the delivery order.

Basic warranty / service quality - CTE-provided services and deliverables are performed in accordance with the quality, acceptance, correction, and warranty provisions of the delivery order and the governing SEWP VI contract.

Extended warranty and optional support - Extended coverage, optional sustainment periods, after-hours support, and other enhanced support arrangements are provided when included in the quote and delivery order.

Third-party hardware or software - Where an approved Category C solution includes third-party components, applicable manufacturer or publisher warranty, maintenance, and support terms will be identified or passed through as applicable.

Technical and software support - Support requests for active CTE orders are coordinated through the CTE SEWP VI Program Office and the technical team assigned to the order. Order-specific response times and service levels are governed by the delivery order.

Post-delivery issues - For implementation, acceptance, invoicing, staffing, support, or other post-delivery questions, contact sewp6@ctex-inc.com or 855.426.8076.

12. Troubleshooting a Problematic Order

CTE will address order issues at the lowest practical level and escalate as needed. Customers do not need to determine the escalation path before contacting CTE.

Step	Contact / Owner	Use For
1. Program Office	sewp6@ctex-inc.com 855.426.8076	Any quote, order, delivery, support, invoice, staffing, or service question
2. Deputy Program Manager	Long Nguyen longnguyen@ctex-inc.com 334.492.0912	Operational triage, coordination, and unresolved day-to-day order issues
3. Program Manager	Sunil Savili ssavili@ctex-inc.com 678-525-2560	Schedule, scope, performance, contractual, or other elevated concerns
4. NASA SEWP PMO	help@sewp.nasa.gov (301) 286-1478	Scope questions, vehicle-level issues, or matters the customer wishes to raise directly with SEWP

13. NASA SEWP Program Management Office

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

14. Ordering Checklist and Important Notes

Before issuing a SEWP VI order to CTE, confirm the following:

- The requirement is within NASA SEWP VI scope and appropriate for Category C.
- Fair opportunity requirements have been addressed and documented in accordance with FAR 16.505(b), the SEWP VI contract, and agency policy.
- The quote references CTE contract 80TECH26D1462 and is still within its stated validity period.
- The ordering agency has completed its internal funding, approvals, and Purchase Request / Delivery Order process.
- The order reflects the accepted technical solution, line items, pricing, period of performance, place of performance, and other required terms.
- Any order modification will be routed through the required agency and NASA SEWP processes.
- CTE program-office contacts are included for order administration and post-delivery support.

Governing Terms: This ordering guide is provided for customer convenience and does not modify the NASA SEWP VI contract or any delivery order. If there is a conflict, the governing contract, Contract Holder User Manual (CHUM), NASA SEWP PMO guidance, and the applicable delivery order control.

Current Version and References

Current CTE SEWP VI contract page: [CTE SEWP VI contract page](#)

NASA SEWP Program website: [NASA SEWP Program website](#)

NASA SEWP VI onboarding and contract documentation: [NASA SEWP VI onboarding and contract documentation](#)

This guide should be reviewed and updated after contract modifications and whenever NASA SEWP VI program procedures materially change.