Department of Defense (DOD) DOD ESI

# Ordering Guide

for

# *Cisco Systems, Inc.*

DOD ESI Agreement

through

## NASA SEWP

15 MAY 2021

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## 1.0 Purpose

This document serves as the Ordering Guide for the Department of Defense (DOD) ESI agreement for Cisco Systems, Inc. NASA SEWP Agency Catalog. The DOD ESI Agreement for Cisco Systems, Inc. refers to the products and Solutions for Enterprise-Wide Procurement (SEWP) Agency Catalog established by the DOD; SEWP is a Government-Wide Acquisition Contract (GWAC) that is managed by the National Aeronautics and Space Administration (NASA). This Ordering Guide will assist DOD customers, contracting specialists, and contracting officers with ordering Cisco Systems, Inc. hardware, software, hardware/ software maintenance, cloud services and professional services. This Ordering Guide contains essential information regarding the DOD ESI Agreement for Cisco Systems, Inc., including authorized users, products available for purchase, ordering instructions and processes, and Point of Contact (POC) information.

The DOD ESI Agreement for Cisco Systems, Inc. is a source of supply for Cisco Systems, Inc. hardware, software licenses, cloud services, hardware/software maintenance, and professional services. Information pertaining to these contracts on SEWP (e.g., Terms and Conditions, referenced attachments herein, etc.) is located on the DOD ESI portal site at: https://www.esi.mil/default.aspx

The POCs for the DOD ESI Agreement for Cisco Systems, Inc. are listed below:

| DOD ESI Team | | | |
|---|---|---|---|
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| Lindsey Vorwith | Deputy IPT Lead | Lindsey.Vorwith@navy.mil | |
| Sean Glidden | Software Product Manager | sean.glidden@navy.mil | |
| Dennis Fellin | Procuring Contracting Officer | Dennis.fellin@navy.mil | 717-329-6588 |
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| **NASA SEWP** | | | |
| Alexander Marshall | Technical Strategy Manager | alexander.marshall-1@nasa.gov | 301-614-7141 |
| Customer Service* | | sewpprod@midatl.service-now.com | 301-286-1478 |
| **ESI Regional Managers** | | | |
| Stephanie Winebrenner | US Navy | swinebre@cisco.com | 408-894-7793 |
| Ashley Tice | US Marine Corp | krswartz@cisco.com | 571-237-7303 |
| David Raffetto | US Air Force | draffett@cisco.com | 805-448-9565 |
| Laurent Knafo | US Army Tactical, Special Forces, MDA | lknafo@cisco.com | 408-895-2782 |
| Chris Lyu | DISA | chlyu@cisco.com | 408-895-1952 |
| Michael Whitley | US Army Enterprise | mwhitley@cisco.com | 408-894-8814 |
| Ryan Tyrrell | US Coast Guard / DHS | rtyrrell@cisco.com | 919-601-8183 |
| Jan Niemiec | Director, National Security Op | jniemiec@cisco.com | 703-622-3533 |
| *(email responses within 1 day; helpline Mon-Fri 7:30 AM – 6:00 PM ET) | | | |

# Reseller Information

| Ordering Guide Information | ZIVARO, INC. | FCN, INC. | GOVPLACE, INC. |
|---|---|---|---|
| **NASA SEWP V Contract #** | NNG15SC38B | NNG15SC71B | NNG155C77B |
| **Business Size** | Large | WOSB | SMALL |
| **Cage Code** | 1KPQ8 | 0WU14 | 1G9R3 |
| **DUNS** | 055342690 | 61-537-8007 | 95-7050883 |
| **TIN** | 84-1482895 | 52-1729765 | 93-1195773 |
| **Ordering Address** | 990 S Broadway, Suite 300 Denver, CO 80209 | 12501 Ardennes Ave, Suite 101, Rockville, MD 20852 | 11111 SUNSET HILLS ROAD, SUITE 200, RESTON, VA 20190 |
| **Remit To Address** | 990 S Broadway, Suite 300 Denver, CO 80209 | 12501 Ardennes Ave, Suite 101, Rockville, MD 20852 Attn: AR Manager | 11111 SUNSET HILLS ROAD, SUITE 200, RESTON, VA 20190 |
| **Company POC for this RFAC: (add as necessary for the various DOD agencies and intel community)** | | | |
| Name | Tyler Mathis | Cheryl Ashe | JAMES EVANS |
| Telephone | 720-836-7406 | 240-833-7184 | 703-966-5015 |
| E-mail | tmathis@zivaro.com | DODInside@fcnit.com | jevans@govplace.com |
| **Phone # for placing orders** | 303-455-8800 x 2 | 240-833-1050 | 833-827-4048 |
| **URL for placing orders** | NA | TBD | TBD |
| **Separate phone #/URL for ordering by different DOD agencies and Intel Community? (if so, list all points of contact for all applicable agencies)** | NA | | Provided on each quote |
| **Separate phone #/URL for ordering by credit card?** | NA | | 833-827-4048 |
| **Company Website Link** | www.Zivaro.com | www.fcnit.com | www.govplace.com |
| **Company Website Link for DOD ESI agency catalog** | - | TBD | TBD |
| **Cisco Partner Certification Level** | Gold | Direct Gold Partner | Premier |
| **We are authorized/certified by Cisco to sell: (Y/N)** | | | |
| Catalyst 6800 Series Switches? | YES | YES | YES |
| Contact Center Products & Services? | YES | YES | NO |
| HSC-D Products & Services? | YES | YES | YES |
| Enterprise Agreements? | YES | YES | NO |
| **DOD ESI Catalog Program Manager** | | | |
| Name | Tyler Mathis | Kristen Ford | BILL ROBINSON |
| Telephone | 720.836.7406 | 772-538-0499 | 571-409-1363 |
| E-mail | tmathis@zivaro.com | kristen.ford@fcnit.com | brobinson@govplace.com |

# Reseller Information (Continued)

| Ordering Guide Information | GMC TEK | SIRIUS FEDERAL, LLC | PRESIDIO NETWORKED SOLUTIONS LLC |
|---|---|---|---|
| **NASA SEWP V Contract #** | NNG15SC76B | NNG15SC34B | NNG15SC45B |
| **Business Size** | Small, Women-owned, and Minority-owned Business (SWaM), Women's Business Enterprise National Council (WBENC) certified, ISO 9001:2015, and HUBZone registered company. | Large | Large Business |
| **Cage Code** | 5DQT6 | 0TC84 | 0KD05 |
| **DUNS** | 830064882 | 556054591 | 15-4050959 |
| **TIN** | 26-4062037 | 52-1742191 | 58-1667655 |
| **Ordering Address** | 8569 Sudley Road, Unit C, Manassas, VA 20110 | 2151 Priest Bridge Road, Crofton, MD 21114 | 8161 Maple Lawn Boulevard #150, Fulton, MD 20759 |
| **Remit To Address** | Company address: 8569 Sudley Road – Unit C, Manassas, VA 20110<br>Mailing address: 41833 Cordgrass Circle, Aldie - VA 20105 | P.O. Box 759309, Baltimore, MD 21275-9309 | PNSRemittanceadvices@presidio.com PO Box 822169 Philadelphia, PA 19182-2169 |
| **Company POC for this RFAC: (add as necessary for the various DOD agencies and intel community)** | | | |
| Name | Mrs. Komal Dharia | Cheryl Hill | Angel N. Davis |
| Telephone | 703-856-3310 | 410-774-7238 | 571-297-0951 |
| E-mail | komal@gmctek.com | DODESICiscoPM@siriusfederal.com | angeldavis@presidio.com |
| **Phone # for placing orders** | 703-856-3310 | 410-774-7298 | |
| **URL for placing orders** | www.gmctek.com | N/A | |
| **Separate phone #/URL for ordering by different DOD agencies and Intel Community? (if so, list all points of contact for all applicable agencies)** | 703-856-3310 | No | |
| **Separate phone #/URL for ordering by credit card?** | 703-856-3310 | No | |
| **Company Website Link** | www.gmctek.com | https://www.siriusfederal.com | www.presidio.com |
| **Company Website Link for DOD ESI agency catalog** | www.gmctek.com | https://www.siriusfederal.com/dod-esi | will be found using SEWP portal |
| **Cisco Partner Certification Level** | Select | Gold | Gold |
| **We are authorized/certified by Cisco to sell: (Y/N)** | | | |
| Catalyst 6800 Series Switches? | YES | YES | YES |
| Contact Center Products & Services? | YES | YES | YES |
| HSC-D Products & Services? | YES | YES | YES |
| Enterprise Agreements? | YES | YES | YES |
| **DOD ESI Catalog Program Manager** | | | |
| Name | Mrs. Komal Dharia | Cheryl Hill | Betsy Johnson |
| Telephone | (703)-856-3310 | 410-774-7238 | 301.623.1884 |
| E-mail | komal@gmctek.com | DODESICiscoPM@siriusfederal.com | bjohnson@presidio.com |

# Reseller Information (Continued)

| Ordering Guide Information | VAE, INC. | WESTWIND COMPUTER PRODUCTS | SHI INTERNATIONAL CORP |
|---|---|---|---|
| **NASA SEWP V Contract #** | NNG15SC94B | NNG15SD04B | NNG15SE11B |
| **Business Size** | Small | Small | Large |
| **Cage Code** | 1U3C5 | 075E1 | 1HTF0 |
| **DUNS** | 46257734 | 87-6868563 | 61-142-9481 |
| **TIN** | 54-1984449 | 85-0441639 | 22-3009648 |
| **Ordering Address** | 5501 Backlick Rd, Suite 300, Springfield, VA, 22151 | 5655 Jefferson ST NE STE B Albuquerque, NM 87109 | 290 Davidson Ave, Somerset, NJ 08873 |
| **Remit To Address** | 5501 Backlick Rd, Suite 300, Springfield, VA, 22151 | 5655 Jefferson ST NE STE B Albuquerque, NM 87109 | P.O. Box 952121, Dallas, TX 75395-2121 |
| **Company POC for this RFAC: (add as necessary for the various DOD agencies and intel community)** | | Shannon Lee Turner 540-454-3726; Christina Lewis 240-425-7959; Henry Lugo 505-217-4199; Jonathan Kaelin 571-239-9192 | |
| Name | Tim Davis | DOD ESI Cisco Team (Above) | James Kman |
| Telephone | 703-942-6727 | 505-345-4720 | 708-420-9856 |
| E-mail | sales@vaeit.com | DODESICISCO@wwcpinc.com | james_kman@shi.com |
| **Phone # for placing orders** | 703-942-6727 | See above | 888-744-7084 |
| **URL for placing orders** | | This will be sent from the SEWP V office | https://www.publicsector.shidirect.com/ |
| **Separate phone #/URL for ordering by different DOD agencies and Intel Community? (if so, list all points of contact for all applicable agencies)** | DoD (Army, Navy, AF) Tim Davis, 703-942-6727;8166, sales@vaeit.com<br>DISA Kara Grove, 703-942-6727; 8133, sales@vaeit.com | N/A - See above | N/A |
| **Separate phone #/URL for ordering by credit card?** | | N/A - See above | N/A |
| **Company Website Link** | http://www.vaeit.com | https://www.westwindcomputerproducts.com/ | https://www.publicsector.shidirect.com/ |
| **Company Website Link for DOD ESI agency catalog** | http://www.vaeit.com | This will be sent from the SEWP V office | TBD |
| **Cisco Partner Certification Level** | Gold | Select level - however all orders are sourced with our Cisco Gold partner. | Gold |
| **We are authorized/certified by Cisco to sell: (Y/N)** | | | |
| Catalyst 6800 Series Switches? | YES | YES | YES |
| Contact Center Products & Services? | NO | YES | YES |
| HSC-D Products & Services? | NO | NO | YES |
| Enterprise Agreements? | YES | YES | YES |
| **DOD ESI Catalog Program Manager** | | | |
| Name | Meghan Hoy | Christina Lewis | James Kman |
| Telephone | 703-942-6727;8125 | 240-425-7959 | 708-420-9856 |
| E-mail | meghan.hoy@vaeit.com | DODESICISCO@wwcpinc.com | james_kman@shi.com |

# Reseller Information (Continued)

| Ordering Guide Information | VETERAN TECHNOLOGY PARTNERS LLC | WORLD WIDE TECHNOLOGY, LLC | INSIGHT PUBLIC SECTOR, INC. |
|---|---|---|---|
| **NASA SEWP V Contract #** | NNG15SD43B (Group B, SDVOSB) & NNG15SD69B (Group C, Small) | NNG15SC55B | NNG15SC40B |
| **Business Size** | Service Disabled Veteran Owned Small Business | Other Than Small | LARGE |
| **Cage Code** | 7Q6Q6 | 0MNV1 | 06ZC1 |
| **DUNS** | 080391614 | 614948396 | 159776806 |
| **TIN** | 81-3831869 | 431912895 | 36-3949000 |
| **Ordering Address** | 20 West Kinzie Street, Floor 17 Chicago, IL 60654 | 1 World Wide Way, Saint Louis, MO, 63146-3002 | 13755 Sunrise Valley Dr., Suite 750, Herndon VA 20171 |
| **Remit To Address** | 20 West Kinzie Street, Floor 17 Chicago, IL 60654 | World Wide Technology, LLC, P.O. Box 957653 Saint Louis, MO, 63195 United States | **Regular Mail:** Insight Public Sector, P.O. Box 731072, Dallas, TX 75373-1072 **Overnight Mail:** JP Morgan Chase, 14800 Frye Road, TX1-0029, Ft. Worth, TX 76155, Attn: Insight Public Sector, Box 731072 **(Only payments should go to these addresses)** |
| **Company POC for this RFAC: (add as necessary for the various DOD agencies and intel community)** | | | |
| Name | James Price | Lindsey Miller/Kristin Pandolfo | Robin Adair |
| Telephone | 571-276-0640 | 618-797-5765/314-995-6139 | 540-270-0960 |
| E-mail | jprice@thevtp.com | Lindsey.Miller@wwt.com Kristin.Pandolfo@wwt.com | robin.adair@insight.com |
| **Phone # for placing orders** | 800-460-7935 | N/A | 800-862-8758 |
| **URL for placing orders** | www.thevtp.com | N/A | http://www.sewp.nasa.gov |
| **Separate phone #/URL for ordering by different DOD agencies and Intel Community? (if so, list all points of contact for all applicable agencies)** | N/A | N/A | N/A - same as above |
| **Separate phone #/URL for ordering by credit card?** | N/A | N/A | N/A - same as above |
| **Company Website Link** | http://www.thevtp.com | https://www.wwt.com/nasa-sewp-v-contract | www.ips.insight.com , www.ips.insight.com/sewp |
| **Company Website Link for DOD ESI agency catalog** | http://www.thevtp.com | https://www.wwt.com/nasa-sewp-v-contract | http://www.sewp.nasa.gov |
| **Cisco Partner Certification Level** | | Gold | Gold Certified Partner |
| **We are authorized/certified by Cisco to sell: (Y/N)** | | | |
| Catalyst 6800 Series Switches? | YES | YES | YES |
| Contact Center Products & Services? | YES | YES | YES |
| HSC-D Products & Services? | YES | YES | NO |
| Enterprise Agreements? | YES | YES | YES |
| **DOD ESI Catalog Program Manager** | | | |
| Name | Noah Vasquez | Lindsey Miller | Melissa Turner |
| Telephone | 800-460-7935 | 618-797-5765 | 703.594.8122 |
| E-mail | nvasquez@thevtp.com | Lindsey.Miller@wwt.com | melissa.turner@insight.com |

# Reseller Information (Continued)

| Ordering Guide Information | IRON BOW TECHNOLOGIES, LLC | NEW TECH SOLUTIONS, INC. | RED RIVER |
|---|---|---|---|
| **NASA SEWP V Contract #** | NNG15SC41B | NNG15SC82B | NNG15SC85B (Group C), NNG15SC46B (Group D) |
| **Business Size** | Large | SMALL | Other Than Small |
| **Cage Code** | 55RC1 | 1QN24 | 04MB1 |
| **DUNS** | 82-771-4507 | 020149303 | 933678708 |
| **TIN** | 26-1615129 | 94-328-4685 | 02-0483341 |
| **Ordering Address** | 2303 Dulles Station Blvd Herndon VA 20171 | New Tech Solutions Inc. 4179 Business Center Dr. Fremont, CA 94538 | 21 Water Street, Suite 500, Clarmeont, NH 03743 |
| **Remit To Address** | Iron Bow Technologies, P.O. Box 8500-1686, Philadelphia, PA 19178-1686 | New Tech Solutions Inc. 4179 Business Center Dr. Fremont, CA 94538 | Red River Technology LLC, PO Box 780924, Philadelphia, PA 19178-0924 |
| **Company POC for this RFAC: (add as necessary for the various DOD agencies and intel community)** | | | |
| Name | Jodie Vaughn | Rajesh Patel | Scott Christian |
| Telephone | 703-674-5283 | 510-353-4070 x 307 | 603-442-5560 |
| E-mail | Jodie.vaughn@ironbow.com | Cisco.DoDESI@ntsca.com | DODCiscoESI@redriver.com |
| **Phone # for placing orders** | 800-338-8866 | 510-353-4070 x 307 | 603-442-5560 |
| **URL for placing orders** | email to info@ironbow.com | http://www.newtechsolutions.com/index.php/company/contact-us.html | DODCiscoESI@redriver.com |
| **Separate phone #/URL for ordering by different DOD agencies and Intel Community? (if so, list all points of contact for all applicable agencies)** | N/A | Rajesh Patel<br>Tel: 510-353-4070 ext 307<br>Email: Cisco.DoDESI@ntsca.com | 603-442-5560 |
| **Separate phone #/URL for ordering by credit card?** | N/A | 510-353-4070 x 301 | DODCiscoESI@redriver.com |
| **Company Website Link** | www.ironbow.com | www.ntsca.com | www.redriver.com |
| **Company Website Link for DOD ESI agency catalog** | | http://www.newtechsolutions.com/index.php/contracts/index/view/id/56 | |
| **Cisco Partner Certification Level** | Gold | Cisco Premier Partner | Gold |
| **We are authorized/certified by Cisco to sell: (Y/N)** | | | |
| Catalyst 6800 Series Switches? | YES | YES | YES |
| Contact Center Products & Services? | YES | YES | YES |
| HSC-D Products & Services? | YES | YES | YES |
| Enterprise Agreements? | YES | YES | YES |
| **DOD ESI Catalog Program Manager** | | | |
| Name | Mary Gray | Anita Vasantrai | Jo Purdy |
| Telephone | 17032795449 | 510-353-4070 ext 327 | 603-442-5546 Cell: 603-667-6195 |
| E-mail | Mary.Gray@ironbow.com | anita@ntsca.com | jo.purdy@redriver.com |

## 2.0 Overview

On behalf of the DOD and those authorized users, PEO Digital, PMM 290 has established a NASA SEWP V Agency Catalog for the purchase of all Cisco Systems, Inc. requirements. This Agency Catalog was established on 03 December 2020. The establishment of the Agency Catalog includes the negotiation of various License Agreements and Cisco Cloud services with respect to Cisco Systems, Inc.'s commercial Terms and Conditions (Ts&Cs). The results of those negotiations are memorialized as Attachments to both the solicitation and the Agency Catalog.

Ordering and funding for this agreement are decentralized. Each program is responsible for their own processes in order to fund the purchases of new licenses, hardware, maintenance, services and cloud products for Cisco Systems, Inc. products. Decentralized funding allows each Agency to maintain oversight of the licenses and hardware purchased by their organization as well as the subsequent annual sustainment.

## 3.0 Authorized DOD ESI Agreement Users

The below lists the DOD ordering entities considered to be authorized users:

DOD or Agencies

This Catalog is open for ordering by the "DOD Departments and Agencies" on a world-wide basis. "Departments and Agencies" are defined by the Title 48 Code of Federal Regulations, Section 202.101. In addition, "DoD or Agencies" includes the Intelligence Community (IC) and the U.S. Coast Guard. For the purposes of this Catalog, a DOD component is defined as follows: the Office of the Secretary of Defense (OSD), the Military Departments, the Chairman of the Joint Chiefs of Staff, the Unified Combatant Commands, the Inspector General of the Department of Defense (DoD IG), the Defense Agencies, the DoD Field Activities, the U. S. Coast Guard, *Intelligence Community (IC) and Foreign Military Sales (FMS) with a Letter of Authorization.

*The Intelligence Community is a federation of Executive branch intelligence agencies and Organizations that are comprised of 17 member organizations https://www.dni.gov/index.php/what-we-do/members-of-the-ic Office of the Director of National Intelligence (ODNI) is authorized to procure IT through the DOD ESI per the Memorandum of Agreement, dated 15 May 2008. https://dodcio.defense.gov/portals/0/documents/net-centric-moa.pdf.

GSA / Other Ordering Organizations

GSA or other applicable U.S. Government ordering organizations/agencies are authorized to place Orders under this Catalog on behalf of and for the benefit of the DOD.

Contractors and Integrators

Government contractors performing work for a DOD Component (as defined above) may place Orders under this Catalog on behalf of and for the benefit of the DOD entity if authorized by their cognizant Contracting Officer in accordance with the requirements of FAR 51 and/or DFARS 251 as appropriate. If the contractor has not been previously approved to place orders, under NASA SEWP, additional authorization may be needed via the NASA SEWP PMO (see: https://www.sewp.nasa.gov/documents/AuthorizationLetterTemplate.pdf)

## 4.0 Ordering

All DOD ordering activities are to order their Cisco Systems, Inc. software requirements from the NASA SEWP

Agency Catalog.

**DFARS 208.7400 and use of the Cisco Catalogs**

DFARS 208.7400 is directed toward DoD Departments and agencies to fulfill requirements for commercial software and related services, such as software maintenance in accordance with the DoD Enterprise Software Initiative (DoD ESI). Specifically, the scope of the DFARS sub part is as follows:

> **"208.7400 Scope of subpart.**
> This subpart prescribes policy and procedures for acquisition of commercial software and software maintenance, including software and software maintenance that is acquired--
>
> (a) As part of a system or system upgrade, where practicable;
>
> (b) Under a service contract;
>
> (c) Under a contract or agreement administered by another agency (e.g., under an interagency agreement);
>
> (d) Under a Federal Supply Schedule contract or blanket purchase agreement established in accordance with FAR 8.405; or
>
> (e) By a contractor that is authorized to order from a Government supply source pursuant to FAR 51.101."

Defense Components have issued supplemental policies to implement this DFARS requirement.

While the DFARS covers commercial software and related services, subsequent Management Initiative Decisions and IT reform efforts have authorized the DoD ESI to incorporate IT hardware and Services into its portfolio of agreements. While the DFARS mandate will not apply to Cisco hardware available on the DoD ESI Cisco Agency Catalogs, the DoD ESI will employ strategic sourcing and category management disciplines across the entire portfolio of products and services. These disciplines include, but are not limited to, price benchmarking, reducing contract duplication and migrating spend to OMB designated Best in Class (BIC) contract vehicles. The DoD ESI Cisco Agency Catalogs are identified as BIC spend.

The DISA Joint ELA team and the DoD ESI are collaborating on the Cisco SMARTnet strategy and requirements. The DoD ESI Cisco Agency Catalogs are not intended to supersede fulfillment of SMARTnet services for those Defense Components that choose to enroll under the JELA.

In the future, the DoD ESI Cisco Agency Catalogs may be designated by the DON Executive Agent as Core Enterprise Technology Agreements (CETA) pursuant to DoDD 8470.01E of 6 Sep 2018.

This vehicle will enforce a single set of terms and conditions negotiated between Cisco and the Government, which shall be incorporated by reference into each order placed under the Catalog. This vehicle will facilitate the collection of metrics with regard to volume of requirements, obligated funds, user-base, and status of deployed assets. It is anticipated by the DOD that Catalog participants will offer discounts beyond those normally afforded via traditional SEWP competitions.

## *4.1 Notes to Contracting Officers*

4.1.1 On a monthly basis, the CISCO GPL will be uploaded on the NASA SEWP DOD ESI site to ensure the DOD has the latest Cisco products and services available to the DOD.

4.1.2 Minimum Discounts off current Cisco GPL for commercial products and services are specified in Attachment 2. The Contractor will provide discounts that are equal to or greater than those listed in Attachment 2 for each Reseller.

4.1.3 The government may secure additional discounts at the time of placing an order. Additional spot discounts are authorized and encouraged.

4.1.4 Reseller or Cisco may subcontract all or part of the professional services to be performed under this Catalog to a qualified third party **only with the explicit written acceptance by the local contracting officer**. Any subcontracting of services must be noted on the Order Form and acknowledged in the Government's Delivery or Task Order.

4.1.5 Trade Agreements Act (19 U.S.C. & 2501-2581) (TAA Compliance): Reseller shall designate that all hardware is labeled as "TAA Compliant, "Not TAA Compliant" or "Not Applicable" for each quoted line item.

4.1.6 Follow FAR 19.5 for small business requirements

## *4.2 Special Considerations for Cisco Products and Services*

4.2.1 Cisco Cloud Products: All cloud computing services shall be acquired in accordance with Defense Federal Acquisition Regulation Supplement (DFARS) Subpart 239.76, and shall be assessed and operate in accordance with the current DoD Cloud Computing (CC) Security Requirements Guide (SRG); DoD Instruction 8500.01, "Cybersecurity"; and DoD Instruction 8510.01, "Risk Management Framework (RMF) for DoD Information Technology (IT)".

4.2.2 Ability to sell Cisco cloud products: Resellers are required to provide a letter of certification by Cisco Systems, Inc. that they are authorized to provide Cisco cloud products.

**NOTE: Cisco Cloud Offerings available for purchase under this Agreement are limited to;*
*a. Those products that are FEDRAMP certified; and*
*b. Those Cloud Offerings requiring specific Cisco authorization (e.g. HCS-D) may only be sold by those awardees authorized at the time a quote is rendered in response to an RFQ, by Cisco, to sell those offerings to the DoD. Verification via Cisco's Partner Website and for HCS-D, https://www.cisco.com/c/en/us/solutions/industries/government/federal-government-solutions/secure-cloud-defense.html#~stickynav=3, apply.*

4.2.3 SmartNet: If the end customer is an SAP (Special Access Program) or classified DOD program, equipment returns are not required due to security reasons.

4.2.4 The Government has the right to transfer Cisco branded hardware and software assets covered under this agreement between agencies, and shall have the rights to transfer hardware and software assets to any DoD Enrollee, DoD Agency, or Government agency, or authorized contractor or outsourcer. The Government will be responsible for transferring the equipment to Agencies.

4.2.5 Only those Cisco resellers who have Cisco authorization to sell FEDRAMP HCSD products and services, Catalyst 6800 series switches, Enterprise Agreements and Contact Center offerings are able to sell those products and services under this agreement.

4.2.6 All Cisco gear/hardware provided under this agreement will be new and non-refurbished gear and must be purchased through authorized Cisco Federal Authorized Channels.

## *4.3 Ordering Process*

The following steps (as depicted in Figure 1 below) need to be completed to place an order on SEWP for Cisco Systems, Inc. requirements:

- **Step 1:** The Customer will consult the GPL, found within Attachment 2 – Product and Price List, posted on the SEWP Agency Catalog Website at: https://sewp.nasa.gov/. It is highly suggested you coordinate with a Cisco Systems, Inc. salesforce to determine the required Bill of Materials.
  - **NOTE:** See Section 4.4 of this Ordering Guide for guidance on navigating the SEWP website.
  - **NOTE:** This step will apply for "new" requirement purchases as well as subscription or maintenance renewals.
- **Step 2:** The Cisco Systems, Inc. salesforce will validate the required SKUs and create a Bill of Materials and provide it to the Customer.
- **Step 3:** The Customer will provide the Bill of Materials to the appropriate Ordering Activity.
- **Step 4:** The Customer will identify Cisco Systems, Inc. brand name requirements and prepare a Brand Name Justification demonstrating the rationale for requiring the Cisco Systems, Inc. in accordance with FAR 16.505(a)(4).
- **Step 5:** Prepare a DD Form 2579, Small Business Coordination Record as prescribed in DFARS 219.201(10)
- **Step 6:** The Ordering Activity will post a solicitation to the DoD ESI Agency Catalog on SEWP. (See Section 4.4 of this document for further details on SEWP-specific steps). You must solicit all resellers and abide by SEWP V Small Business requirements.
- **Step 7:** Authorized DoD ESI SEWP Catalog holders will submit quotes to the Ordering Activity.
- **Step 8:** The Ordering Activity will review all quotes received, determine the best value, and notify the Awardee.
- **Step 9:** The Awardee will facilitate delivery of the Cisco Systems, Inc. Bill of Materials to the Customer.
- **Step 10:** The Customer will receive the Cisco Systems, Inc. item(s) from the reseller to whom the contract was awarded.

## *4.4 Other Ordering Notes*

1. Option years, on orders placed against this catalog, can extend through April 30, 2030.

2. All Resellers accept Government Purchase cards (GPC).

3. Other OEM SKUs: To facilitate efficiency in procuring Cisco products, it is recognized that other miscellaneous OEM products may be required to complete your Cisco requirement. The Contractor may quote on those other OEM products, under this Agency Catalog, as needed to respond to RFQs. The other OEM products may not exceed 10% of the total quoted price or $25,000, whichever is less. Discounts shall be equal to or greater than the discount level as provided under the original Agency Catalog product and service prices.

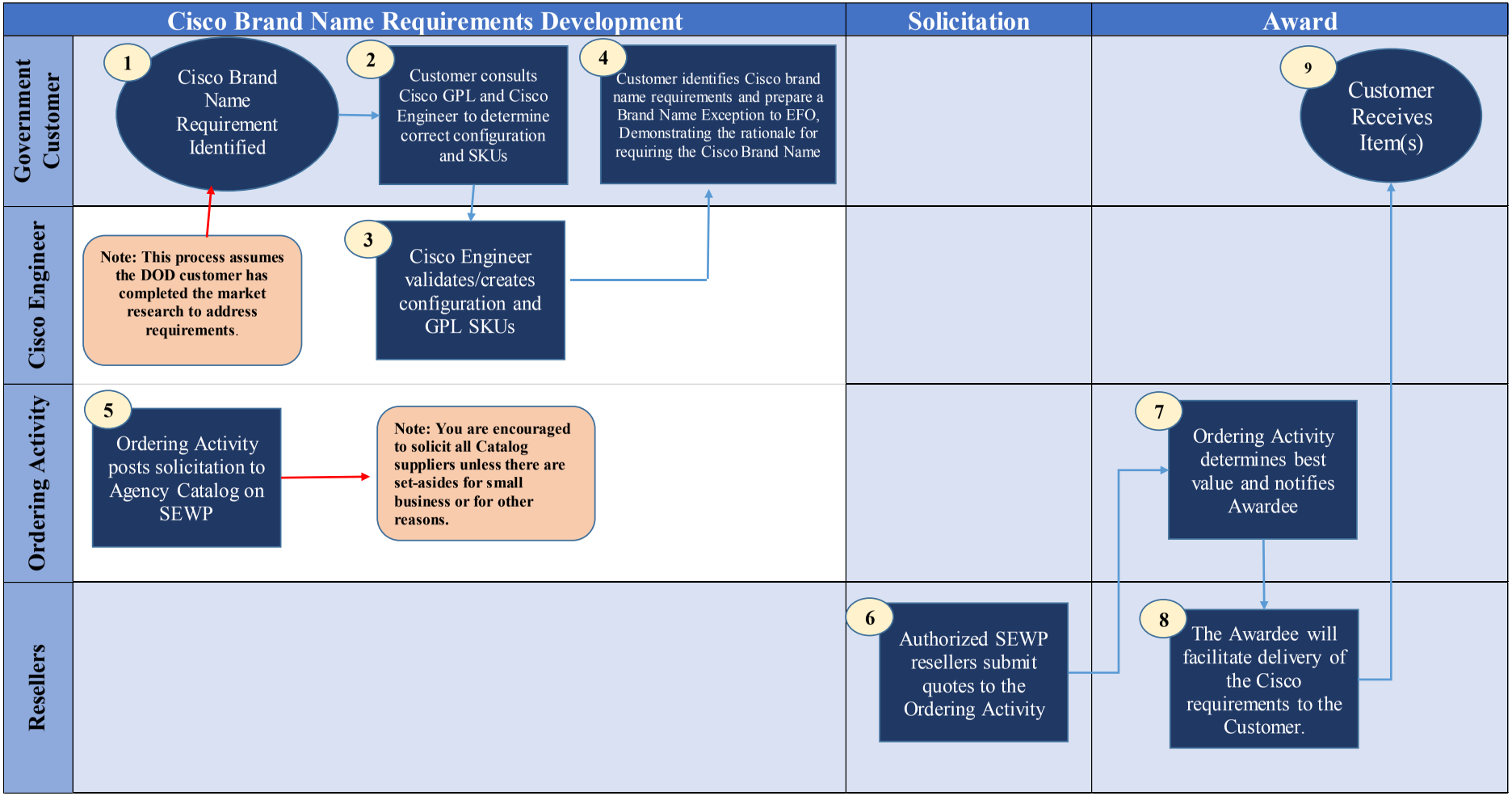
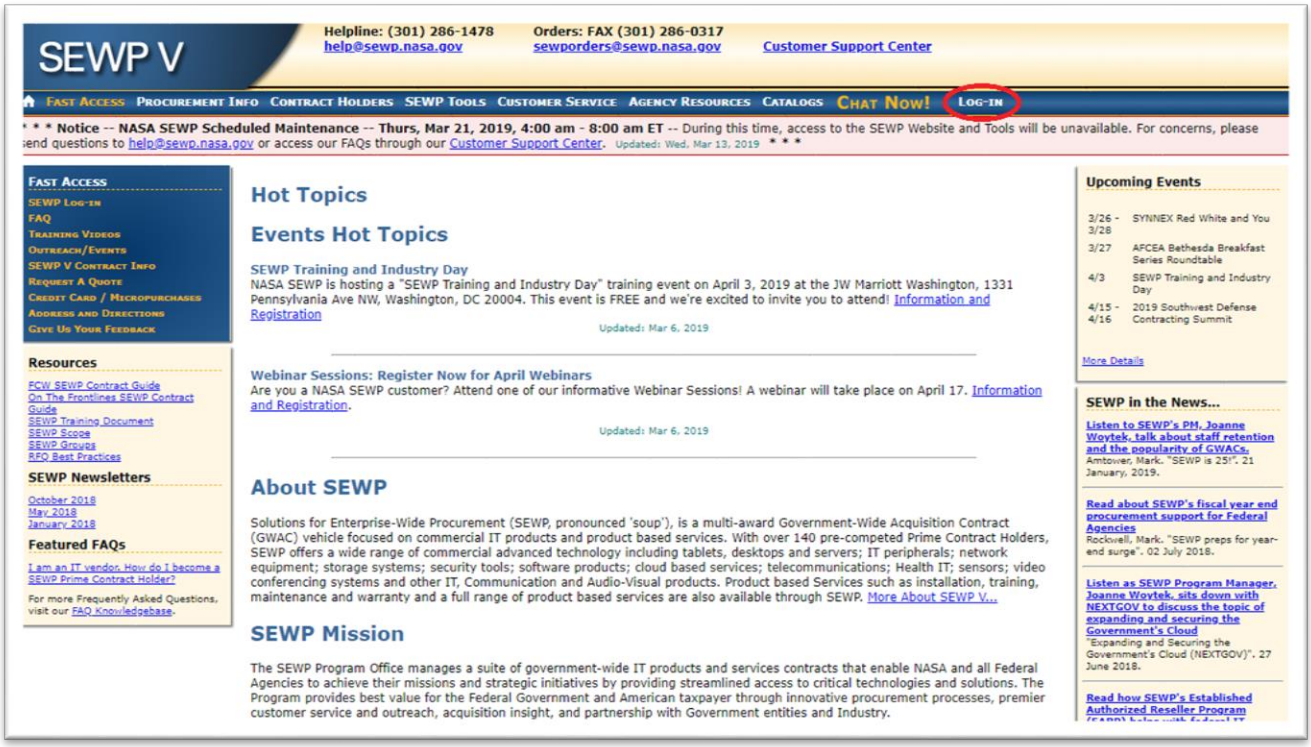



**Figure 1: Customer Engagement Process**

## *4.4 Guidance for Navigating the SEWP Website*

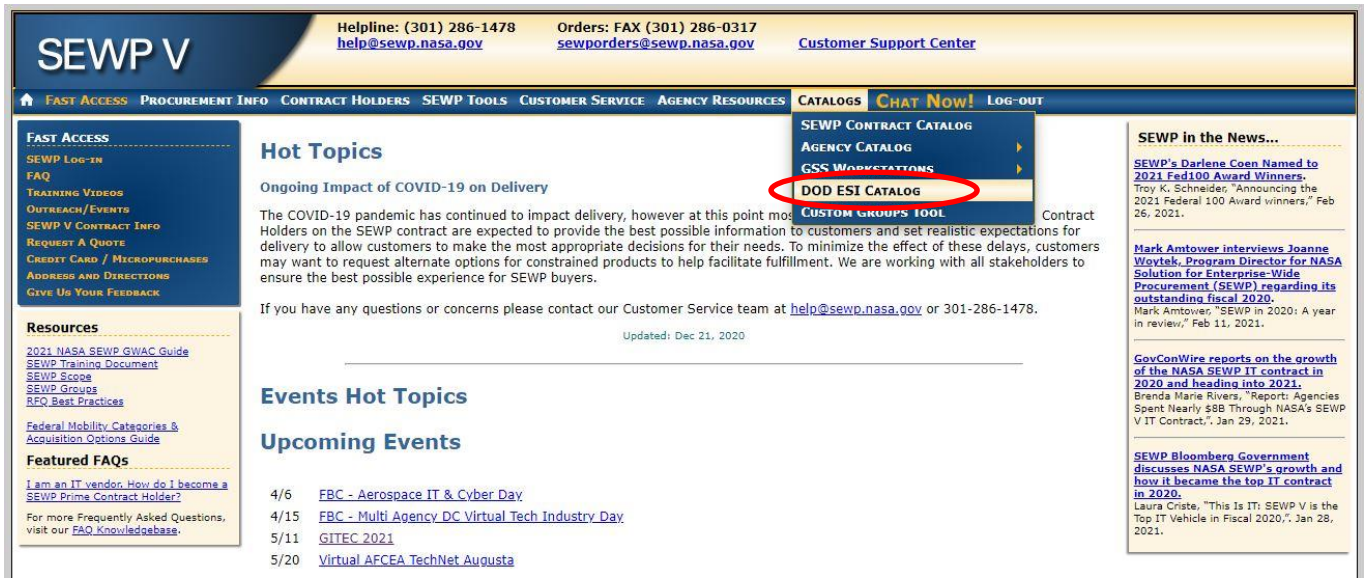
The NASA SEWP website can be accessed at: https://sewp.nasa.gov/.

1) All users must already have, or create, a SEWP user account. Users can log in or request account creation via the "Log-in" link at the top of the SEWP home page.



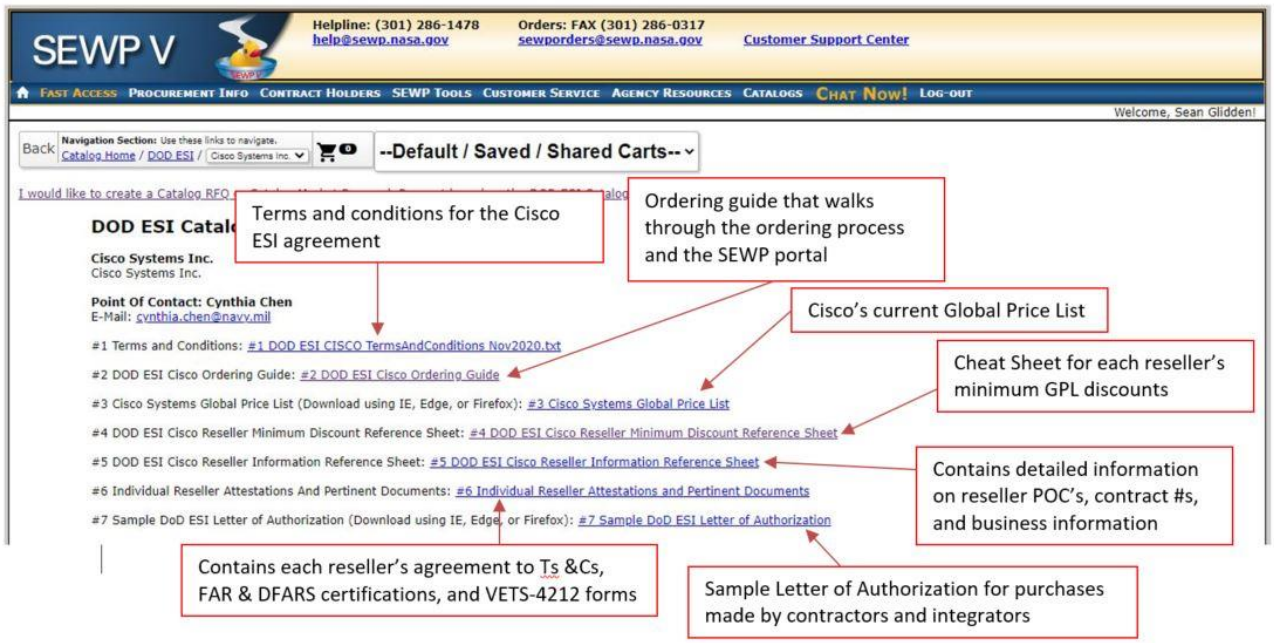

2) Either enter login information or register for an account on the following page:

3) Once logged in, select “DOD ESI Catalog” from the “Catalogs” menu at the top of the page.



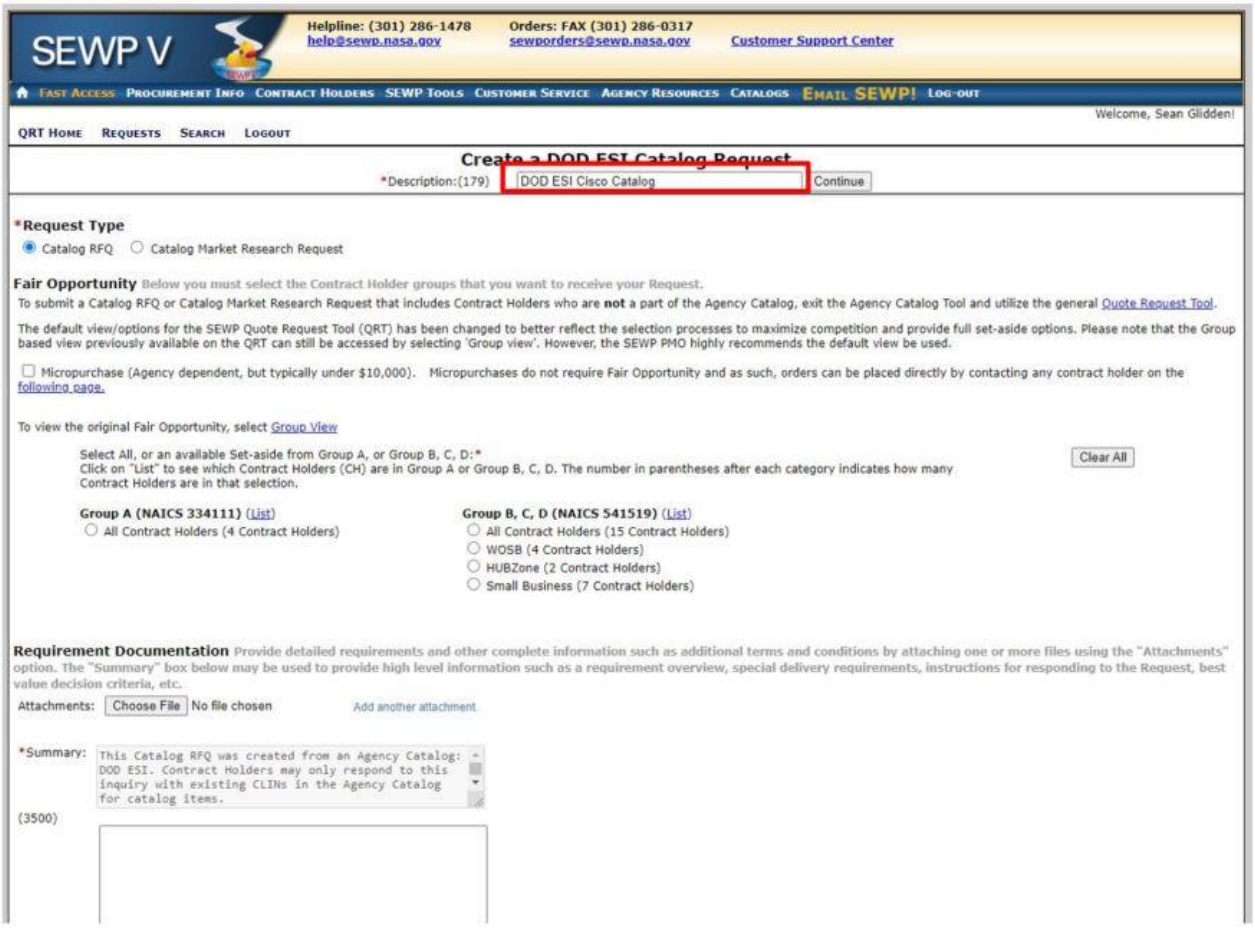

4) You will be presented with a list of all DOD ESI Catalogs accessible to your organization, including the Cisco Systems, Inc. DOD ESI. Click on the link to the Cisco Systems, Inc. Agency Catalog.

5) Listed on this page are all relevant agreement and reseller documents:




6) On this page, click "I would like to create a Catalog RFQ or Catalog Market Research Request based on the DOD ESI Catalog".

7) When creating your RFQ, make sure to enter "DOD ESI Cisco Catalog" in the Description field. This will assist the resellers in identifying your RFQ.




### *4.5 Use of Government Sources by Contractors*

Contractors are authorized to purchase off this SEWP contract when permitted in writing by the Contracting Officer for that contractor's contract or solicitation. In order for a contractor to order from the SEWP catalog, the cognizant Contracting Officer is required to comply with FAR part 51 and DFARS 251. A Letter of Authorization (LOA) must be completed, signed by the Contracting Officer, and provided to the contractor. Please note that the Contracting Officer granting authorization is the one responsible for the support contract under which the Contractor is performing and is NOT necessarily the Contracting Officer who would normally handle Cisco Systems, Inc. buys for the agency.

The LOA shall designate the owning organization name and customer ID number that will be responsible for future maintenance payments. The contractor will provide this LOA to the Ordering Activity as proof that authorization has been granted. A sample of the LOA format to be used is located at DFARS PGI 251.102, and can be accessed at the following link: http://farsite.hill.af.mil/reghtml/regs/far2afmcfars/fardfars/dfars/PGI%20251_1.htm#TopOfPage.

## 5.0 Funding

The funding of orders under the DOD ESI Agreement for Cisco Systems, Inc. will be the responsibility of each activity based on the current funding processes of each organization. Customers should use their current financial systems and processes to budget and fund orders in coordination with their organization/program office POCs. These organizations will be responsible for:

- Ensuring the proper funding appropriation is assigned to each order.
- Ensuring budget and funding are available for new product requirements and annual maintenance in future years.

## 6.0 Acronyms

| Acronym | Definition |
|---|---|
| CIO | Chief Information Officer |
| CS3 | Customer Support and Strategic Sourcing |
| DFARS | Defense Federal Acquisition Regulation Supplement |
| DOD | Department of Defense |
| ESI | Enterprise Software Initiative |
| FAR | Federal Acquisition Regulation |
| GWAC | Government-Wide Acquisition Contract |
| GPL | Global Price List |
| ITPR | Information Technology Procurement Request |
| ITPRAS | Information Technology Procurement Request/Review and Approval System |
| LOA | Letter of Authorization |
| LSJ | Limited Source Justification |
| NASA | National Aeronautics and Space Administration |
| POC | Point of Contact |
| SEWP | Solutions for Enterprise-Wide Procurement |
| Ts&Cs | Terms and Conditions |

## 7.0 Attachments

All Catalog Attachments have been posted to the “Ordering guide”, “Terms & Conditions”, and “Policy and Guidance” tabs of the Cisco Systems, Inc. page of the DOD ESI portal at: https://www.esi.mil/.