



Department of Defense (DOD) DOD ESI

Ordering Guide

for

Cisco Systems, Inc.

DOD ESI Agreement

through

NASA SEWP

Agreement Period of Performance: January 2021 – April 2025

Version Update: November 28th, 2023



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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			
Name	Title	Email	Telephone
Sean Glidden	Software Product Manager	sean.m.glidden.civ@us.navy.mil	
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Dennis Fellin	Procuring Contracting Officer	dennis.j.fellin.civ@us.navy.mil	717-329-6588
	NASA SEWP		
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Customer Service*		sewpprod@midatl.service-now.com	301-286-1478
	ESI Regional Mana	gers	
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Matt Norman	U.S. Army	matnorma@cisco.com	703-598-8593
Pat Maher	DISA, DLA, 4 TH Estate, MDA, Pentagon	patmahe@cisco.com	703-244-1629
Kevin Manwiller	Director, National Security Op	kmanwill@cisco.com	301-537-1198
Mary Martinez	Director, Federal Civilian (including U.S.	marymar3@cisco.com	301-955-9112
	Coast Guard, DHS, VA, etc.)		
*(email responses within 1 day; helpline Mon-Fri 7:30 AM – 6:00 PM ET)			



Reseller Information

Ordering Guide Information	FCN, INC.	GOVPLACE, INC.	INSIGHT PUBLIC SECTOR, INC.
NASA SEWP V Contract #	NNG15SC71B	NNG155C77B	NNG15SC40B
Business Size	Small, Woman Owned	SMALL	LARGE
Cage Code	0WU14	1G9R3	06ZC1
DUNS	61-537-8007	95-7050883	159776806
ΠN	52-1729765	93-1195773	36-3949000
Ordering Address	12501 Ardennes Ave, Suite 101, Rockville, MD 20852	11111 SUNSET HILLS ROAD, SUITE 200, RESTON, VA 20190	13755 Sunrise Valley Dr., Suite 750, Herndon VA 20171
Remit To Address	12501 Ardennes Ave, Suite 101, Rockville, MD 20852 Attn: AR Manager	11111 SUNSET HILLS ROAD, SUITE 200, RESTON, VA 20190	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 (NO correspondence should go to either of these addresses - only payments)
Company POC for this RFAC:			
Name	Cheryl Ashe	James Evans	Robin Adair
Telephone	703-980-5580	703-966-5015	540-270-0960
E-mail	DODInside@fcnit.com	jevans@govplace.com	robin.adair@insight.com
Phone #for placing orders	240-833-1050	833-827-4048	800-862-8758
URL for placing orders	TBD	TBD	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)		Provided on each quote	N/A - same as above
Separate phone #/URL for ordering by credit card?		833-827-4048	N/A - same as above
Company Website Link	www.fcnit.com	www.govplace.com	www.ips.insight.com, www.ips.insight.com/sewp
Company Website Link for DOD ESI agency catalog	TBD	TBD	http://www.sewp.nasa.gov
Cisco Partner Certification Level	Gold	Premier	Gold Certified Partner
We are authorized/certified by Cisco to sell: (Y/N)	YES		
Catalyst 6800 Series Switches?	YES	YES	YES
Contact Center Products & Services?	YES	NO	YES
HSC-D Products & Services?	YES	YES	NO
Enterprise Agreements?	YES	NO	YES
DOD ESI Catalog Program Manager			
Name	Cheryl Ashe	BILL ROBINSON	Melissa Turner
Telephone	240-833-1050	571-409-1363	703.594.8122
E-mail	DODInside@fcnit.com	bronbinson@govplace.com	melissa.turner@insight.com



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Ordering Guide Information	IRON BOW TECHNOLOGIES, LLC	NETSYNC NETWORK SOLUTIONS, INC.	NEW TECH SOLUTIONS, INC.
NASA SEWP V Contract #	NNG15SC41B	NNG15SC76B	NNG15SC82B
	Large	Small	SMALL
Business Size			
Cage Code	55RC1	4XU10	1QN24
DUNS	82-771-4507	143042120	020149303
TIN	26-1615129	320030329	94-328-4685
Ordering Address	2303 Dulles Station Blvd Herndon VA 20171	2500 West Loop South, Suite 410, Houston, TX 77027	New Tech Solutions Inc. 4179 Business Center Dr. Fremont, CA 94538
Remit To Address	Iron Bow Technologies P.O. Box 8500-1686 Philadelphia, PA 19178-1686	2500 West Loop South, Suite 410, Houston, TX 77027	New Tech Solutions Inc. 4179 Business Center Dr. Fremont, CA 94538
Company POC for this RFAC: (add as necessary for the various DOD agencies and intel community)			
	Jeremy Nelson	Clara Alessi	Rajesh Patel
Telephone	253-867-1817	713-877-5103	510-353-4070 x 307
E-mail	jeremy.nelson@ironbow.com	calessi@netsync.com	Cisco.DoDESI@ntsca.com
Phone # for placing orders	800-338-8866	303-548-7090	510-353-4070 x 307
URL for placing orders	email to info@ironbow.com	None	http://www.newtechsolutions.com/index.php/comp any/contact-us.html
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	Rajesh Patel Tel: 510-353-4070 ext 307 Email: Cisco.DoDESI@ntsca.com
Separate phone #/URL for ordering by credit card?	N/A	303-548-7090	510-353-4070 x 301
Company Website Link	www.ironbow.com	www.netsync.com	www.ntsca.com
Company Website Link for DOD ESI agency catalog	-	www.netsync.com	http://www.newtechsolutions.com/index.php/contracts/index/view/id/56
Cisco Partner Certification Level	Gold	Gold	Premier 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	YES
Enterprise Agreements?	YES	YES	YES
DOD ESI Catalog Program Manager			
Name	Mary Gray	Kristi Matsunaga	Anita Vasantrai
Telephone	17032795449	808-264-3586	510-353-4070 ext. 327
E-mail	Mary.Gray@ironbow.com	kmatsunaga@netsync.com	anita@ntsca.com



	Reseller information (con	macaj	
Ordering Guide Information	PRESIDIO NETWORKED SOLUTIONS LLC	RED RIVER	SHI INTERNATIONAL CORP
NASA SEWP V Contract #	NNG15SC45B	NNG15SC85B (Group C), NNG15SC46B (Group D) NNG15SE11B	
Business Size	Large	Other Than Small	Large
Cage Code	8NVQ0	04MB1	1HTF0
DUNS	15-4050959	933678708	61-142-9481
TIN	58-1667655	02-0483341	22-3009648
Ordering Address	8161 Maple Lawn Boulevard #150, Fulton, MD 20759	21 Water Street, Suite 500, Claremont, NH 03743	290 Davidson Ave, Somerset, NJ 08873
Remit To Address	PNSRemittanceadvices@presidio.com PO Box 822169 Philadelphia, PA 19182-2169	Red River Technology LLC, PO Box 780924, Philadelphia, PA 19178-0924	P.O. Box 952121, Dallas, TX 75395-2121
Company POC for this RFAC: (add as necessary for the various DOD agencies and intel community)			
Name	Angel N. Davis	George Shalhoub	Bobbi Waldner
Telephone	571-297-0951	571-353-6332	304-885-8666
E-mai	angeldavis@presidio.com	George.Shalhoub@redriver.com	
Phone # for placing orders		603-442-5560	888-744-7084
URL for placing orders		DODCiscoESI@redriver.com	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)		603-442-5560	N/A
Separate phone #/URL for ordering by credit card?		DODCiscoESI@redriver.com	N/A
Company Website Link	www.presidio.com	www.redriver.com	https://www.publicsector.shidirect.com/
Company Website Link for DOD ESI agency catalog	will be found using SEWP portal		TBD
Cisco Partner Certification Level	Gold	Gold	Gold Certified
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			
	Betsy Johnson	Jo Purdy	John Filipek
·	301.623.1884	603-442-5546 Cell: 603-667-6195	732-584-8297
E-mai	<u>bjohnson@presidio.com</u>	jo.purdy@redriver.com	John_Filipek@shi.com



Ordering Guide Information	SIRIUS FEDERAL, LLC.	VAE, INC.	VETERAN TECHNOLOGY PARTNERS LLC
NASA SEWP V Contract #	NNG15SC34B	NNG15SC94B	NNG15SD43B
NASA SEWP V CONTract #			
Business Size	Large	Small	Service-Disabled Veteran Owned Small Business
Cage Code	OTC84	1U3C5	7Q6Q6
DUNS	556054591	46257734	080391614
TIN	52-1742191	54-1984449	81-3831869
Ordering Address	2151 Priest Bridge Road, Crofton, MD 21114	5501 Backlick Rd, Suite 300, Springfield, VA, 22151	20 West Kinzie Street, Floor 17 Chicago, IL 60654
	2151 Priest Bridge Road, Crofton, MD 21114	5501 Backlick Rd, Suite 300, Springfield, VA, 22151	20 West Kinzie Street, Floor 17 Chicago, IL 60654
Remit To Address			
the various DOD agencies and intel community)	name, email and phone number to be listed on DOD ESI Agency Catalog		
	Simone Feldman	Tim Davis	James Price
Telephone	410-774-7120	703-942-6727	571-276-0640
E-mail	sfeldman@force3.com	DoDESICISCO@vaeit.com	jprice@thevtp.com
Phone # for placing orders	410-774-7120 -	703-942-6727 -	800-460-7935 -
URL for placing orders	-		www.thevtp.com
Separate phone #/URL for ordering by different DOD		DoD (Army, Navy, AF) Tim Davis, 703-942-6727;8166,	N/A
agencies and Intel Community? (if so, list all points of contact for all applicable agencies)		DoDESICISCO@vaeit.com DISA Kara Grove, 703-942-6727; 8133,	
		DoDESICISCO@vaeit.com	
Separate phone #/URL for ordering by credit card?		SS 25.0000 C Tablinom	N/A
Company Website Link	_	http://www.vaeit.com	www.thevtp.com
Company Website Link for DOD ESI agency catalog	_	http://www.vaeit.com	www.thevtp.com
Cisco Partner Certification Level	Gold	Gold	Select (however, VTP is a JV and member-venturer Red River is a Gold partner)
We are authorized/certified by Cisco to sell: (Y/N)			
Catalyst 6800 Series Switches?	YES	YES	YES
Contact Center Products & Services?	YES	NO	YES
HSC-D Products & Services?	YES	NO	YES
Enterprise Agreements?	YES	YES	YES
DOD ESI Catalog Program Manager			
Name	Cheryl Hill	Meghan Hoy	Noah Vasquez
Telephone	410-774-7238	703-942-6727;8125	800-460-7935
E-mail	DODESICiscoPM@force3.com	DoDESICISCO@vaeit.com	nvasquez@thevtp.com



	Reseller information (e	Jonemacaj	
Ordering Guide Information	WESTWIND COMPUTER PRODUCTS	WORLDWIDE TECHNOLOGY, LLC	ZIVARO, INC.
NASA SEWP V Contract #	NNG15SD04B	NNG15SC55B	NNG15SC38B
Business Size	Small	Other Than Small	Large
Cage Code	075E1	0MNV1	1KPQ8
DUNS	87-6868563	614948396	055342690
TIN	85-0441639	431912895	84-1482895
Ordering Address	5655 Jefferson ST NE STE B Albuquerque, NM 87109	1 World Wide Way, Saint Louis, MO, 63146-3002	990 S Broadway, Suite 300 Denver, CO 80209- 4274
Remit To Address	5655 Jefferson ST NE STE B Albuquerque, NM 87109	Worldwide Technology, LLC, P.O. Box 957653 Saint Louis, MO, 63195 United States	990 S Broadway, Suite 300 Denver, CO 80209- 4274
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	DOD ESI Cisco Team (Above)	Lindsey Miller/Kristin Pandolfo	Tyler Mathis
Telephone	505-345-4720	618-797-5765/314-995-6139	720-836-7406
E-mai	DODESICISCO@wwcpinc.com	<u>Lindsey.Miller@wwt.com; Kristin.Pandolfo@wwt.com</u>	tmathis@zivaro.com
Phone # for placing orders	See above	618-797-5765	303-455-8800 x 2
URL for placing orders	This will be sent from the SEWP V office	N/A	NA
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 - See above	N/A	NA
Separate phone #/URL for ordering by credit card?	N/A - See above	N/A	NA
Company Website Link	https://www.westwindcomputerproducts.com/	https://www.wwt.com/nasa-sewp-v-contract	www.Zivaro.com
Company Website Link for DOD ESI agency catalog		https://www.wwt.com/nasa-sewp-v-contract	-
Cisco Partner Certification Level	Select	Gold Certificate Partner; Cisco Certified Learning Partner	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?	NO	YES	YES
Enterprise Agreements?	YES	YES	YES
DOD ESI Catalog Program Manager			
Name	Christina Lewis	Lindsey Miller	Tyler Mathis
Telephone	240-425-7959	618-797-5765	720.836.7406
E-mai	DODESICISCO@wwcpinc.com	Lindsey.Miller@wwt.com	tmathis@zivaro.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

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)

ESI

DOD ESI Agency Catalog - Ordering Guide

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 subpart is as follows:

"208.7400 Scope of subpart.

This subpart prescribes policies and procedures for the 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 regarding the 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 can 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

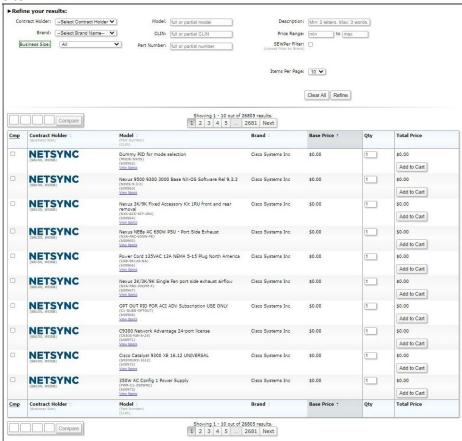
The following steps (as depicted in Figure 1 below) need to be completed to place an order on SEWP for Cisco Systems, Inc. requirements:

- **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 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.
- 4. **IMPORTANT NOTE** All Cisco SKUs are available for purchase through this agreement. Due to the size of the Cisco Global Price List (over 600K SKUs), not all Cisco SKUs can be listed in the product search table on the NASA SEWP page (see screenshot below). If the SKU you are looking for is not listed in the SEWP product search table, this does not mean that the item is not available from the ESI Cisco reseller. All DOD ESI Cisco resellers can quote all SKUs listed in the GPL. Please place your RFQ with your bill of materials and your entire order will be quoted. If you need to verify pricing or hardware or software options, please feel free to download the Cisco GPL from the Nasa SEWP DOD ESI catalog site.





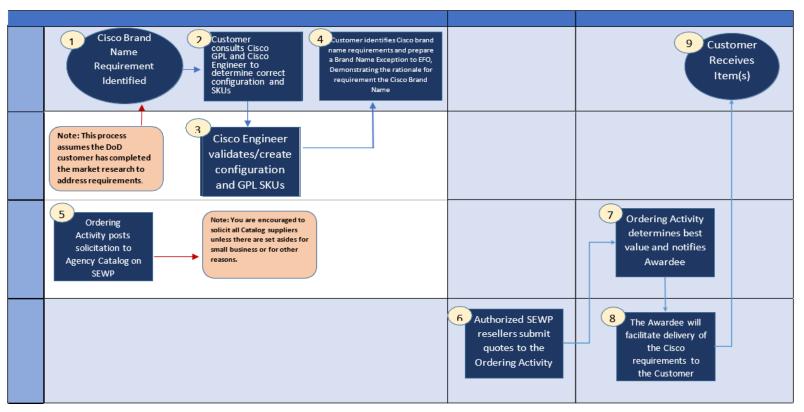


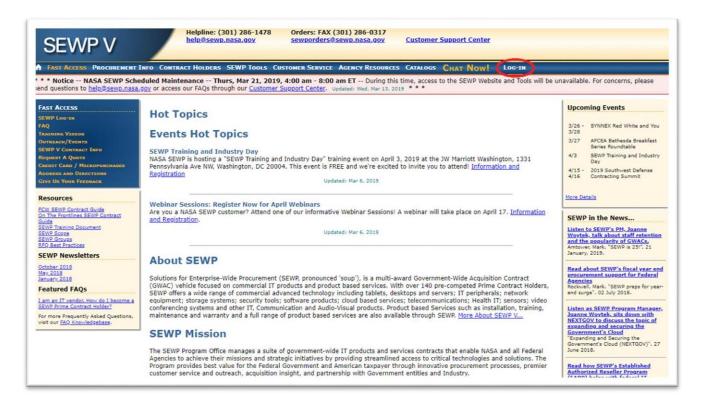
Figure 1: Customer Engagement Process



4.5 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 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.





4.6 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/.