TVAR SOLUTIONS

SEWP VI ORDERING GUIDE

Category A | Contract No. 80TECH26D2052

1. Company & SEWP VI Contract Overview

TVAR Solutions is the value-added reseller of choice for federal contractors and agencies tasked with matching the right technology to their transformation efforts. TVAR partners with government-wide acquisition holders and maintains agency-specific contracts that give customers the flexibility to choose the most appropriate and expeditious procurement method.

TVAR Solutions holds a prime award on SEWP VI, Category A, Contract No. 80TECH26D2052. SEWP VI (Solutions for Enterprise-Wide Procurement) is a Government-Wide Acquisition Contract (GWAC) available to NASA, all Federal agencies, and approved federal agency support service contractors. SEWP VI is a multi-award contract; no single Contract Holder has exclusive rights to any given technology or service, and orders are placed in accordance with the Fair Opportunity procedures of FAR 16.505(b).

Contract & Company Information

Company Name	TVAR Solutions
Address	1320 Old Chain Bridge Road, Suite 240, McLean, VA 22101
Phone / Email / Web	(703) 635-3840 | sewp@tvarsolutions.com | tvarsolutions.com
CAGE Code	49JA8
DUNS	616208729
SAM Unique Entity ID (UEI)	E7XWKERHVVD9
NAICS Codes	334111, 334290, 334610, 335999, 423430, 517121, 541519
SEWP VI Contract No. (Prime)	80TECH26D2052 — Category A
Contract Period of Performance	Starts: November 1, 2026 Ends: October 31, 2036

2. How to Obtain a Quote

Government customers may request a quote through the SEWP Quote Request Tool (QRT) — Request-for-Quote (RFQ), Request-for-Information (RFI), or Market Research Request (MRR) — or by contacting TVAR's SEWP VI Program Office directly. TVAR responds to all quote requests through the Contract Holder Only Page (CHOP) and provides timely, accurate quotes based on current SEWP VI pricing and offerings, valid for a stated period.

Quote Contacts

Name / Title	Role	Phone	Email
Nick Amantea — SEWP VI Program Manager	Quotes • Support • Order Escalation	(571) 286-9345	nick.amantea@tvarsolutions.com

Claire Jackson — SEWP VI Deputy Program Manager	Quotes • Support • Order Escalation	(443) 465-7258	claire.jackson@tvarsolutions.com

3. Installation, Warranty & Technical Support

TVAR's SEWP VI Program Office provides the following program support at no charge to SEWP customers:

- Installation — TVAR coordinates delivery, staging, and installation services for hardware, software, and integrated solutions, either directly or through OEM/authorized-partner installation services, scoped and quoted per order.
- Basic Warranty — Standard manufacturer warranty terms apply as published for each OEM product and are identified on the applicable quote.
- Extended Warranty — Extended and enhanced support/maintenance options are available from the manufacturer or OEM-authorized service partner and quoted per customer requirement.
- Technical Support — TVAR's Program Office coordinates OEM technical support, RMA processing, and break/fix escalation on behalf of the customer for the life of the covered product or service.
- Software Support — Software maintenance, licensing renewals, and support subscriptions are administered by TVAR in coordination with the software publisher.
- Other Post-Delivery Issues — Any post-delivery issue (shipping discrepancy, DOA product, invoicing question, etc.) should be directed to the TVAR Program Office contacts below.

Installation & Support Contacts

Name / Title	Role	Phone	Email
Nick Amantea — SEWP VI Program Manager	Quotes • Support • Order Escalation	(571) 286-9345	nick.amantea@tvarsolutions.com
Claire Jackson — SEWP VI Deputy Program Manager	Quotes • Support • Order Escalation	(443) 465-7258	claire.jackson@tvarsolutions.com

4. How to Troubleshoot a Problematic Order

If an order is delayed, misapplied, or otherwise not proceeding as expected, customers should:

- Contact the TVAR Program Office directly (contacts below) with the SEWP Control Number (SCN) and/or Agency Order Number.
- TVAR will research the order status — including CLIN verification, shipment tracking, and invoicing status — and respond with a resolution or status update.
- If an issue cannot be resolved directly with TVAR, the customer or TVAR may also contact the SEWP Program Management Office (PMO) directly (contact information in Section 5).

Order Troubleshooting Contacts

Name / Title	Role	Phone	Email
Nick Amantea — SEWP VI Program Manager	Quotes • Support • Order Escalation	(571) 286-9345	nick.amantea@tvarsolutions.com
Claire Jackson — SEWP VI Deputy Program Manager	Quotes • Support • Order Escalation	(443) 465-7258	claire.jackson@tvarsolutions.com

5. SEWP VI Ordering Process

The general flow for a SEWP VI order is:

Customer / Contracting Officer	SEWP Program Management Office (PMO)	TVAR Solutions (Contract Holder)
• Determines best value through market research (SEWP QRT / RFI Tool) • Creates Delivery Order citing SEWP VI Contract No. 80TECH26D2052 • Sends order to sewporders@sewp.nasa.gov or fax 301-286-0317	• Validates order for scope, pricing, and authorization • Verifies CLIN list against order total • Assigns a SEWP Control Number (SCN) • Forwards the valid order to TVAR	• Acknowledges receipt within 1 business day • Begins fulfillment only after SCN is assigned • Delivers product/services and provides tracking • Invoices the ordering agency

Information Required on Every Delivery Order

- Date of order and Contracting Officer's signature (direct, electronic, or pre-approved implied method)
- Name and phone number of the authorized Government Ordering Official
- Name of Issuing Agency and Ordering Agency (if different)
- Unique Order Number assigned by the Ordering Agency
- Contractor Name and SEWP VI Contract Number (TVAR Solutions, 80TECH26D2052)
- Appropriation and accounting data
- Billing/invoice address and shipping address
- SEWP CLINs and product/service descriptions, and total order amount
- Period of performance for any associated services, and any additional mutually agreed Terms and Conditions or Statement of Work

Administrative Handling Fee

SEWP VI applies an Agency Administrative Handling Fee, not to exceed 0.34% of the total delivery order price, to all orders. The fee is included in TVAR's quoted pricing and is never listed as a separate line item on a quote or order.

SEWP Program Management Office (PMO) Contacts

SEWP PMO Address	7601 Ora Glen Drive, Greenbelt, MD 20770
Order Submission	sewporders@sewp.nasa.gov | Fax: (301) 286-0317
Contract Holder Help Desk	chhelp@sewp.nasa.gov | (301) 286-4555
SEWP Program Website	www.sewp.nasa.gov

6. Guide Availability, Updates & Accessibility

This ordering guide is published electronically for downloading and printing by SEWP customers and is available prior to placement of the first delivery order following contract award. Updated versions of this guide are published no later than ten (10) business days following each SEWP VI contract modification, consistent with SOW Section A.6.

TVAR's SEWP VI web resources, including this guide, program support information, and links to the SEWP program home page, comply with applicable Government access standards for electronic and information technology, including Section 508 of the Rehabilitation Act Amendments.

For the current version of this guide and additional SEWP VI resources, visit www.tvarsolutions.com/sewpvi or contact the TVAR Program Office using the contacts listed above.