NASA SEWP VI Ordering Guide

Category C | ITC/AV Mission Based Services

Tanaq Technical Services, LLC | October 2026

Tanaq Technical Services (TTS), an Alaska Native Corporation owned small business, provides a coordinated prime contractor point of contact for mission focused technology services. This guide supports requirements planning, fair opportunity quote requests, and task order coordination under Category C.

About NASA SEWP VI

NASA Solutions for Enterprise Wide Procurement (SEWP) VI is a multiple award Government Wide Acquisition Contract (GWAC) available to all Federal agencies and their authorized support contractors. The NASA SEWP Program Office manages the program, provides the Quote Request Tool, and processes orders. The program is funded by a 0.34% fee that is included in quoted prices. Category C covers mission based IT, communications, and audiovisual (ITC/AV) services, and TTS holds a Group C1 Small Business contract. [3, 4]

Contract facts

Contract holder	Tanaq Technical Services, LLC
Contract number	80TECH26D1740
Award record	Contracting Officer signature dated July 8, 2026
Category and group	Category C, ITC/AV Mission Based Services, Group C1 Small Business
UEI and CAGE	DFBCHL3HJRR7 and 818F5
Quality management	ISO 9001:2015 certified quality management system (Perry Johnson Registrars certificate C2025-03058, valid through May 28, 2028)
Vehicle and maximum value	Multiple award GWAC and IDIQ | $20 billion per contract
Ordering period	10 years; November 1, 2026 to October 31, 2036
Payment and program fee	Net 30, subject to applicable invoice and payment terms | 0.34%, included in pricing

Contract facts: executed SF 1449 and Terms and Conditions, Sections A.1.6, A.1.11, A.1.12, and A.1.26. Contract number and ordering period confirmed against NASA's SEWP VI contract holder record, October 2026. [1, 2, 3]

Scope of Category C

Category C covers customized mission and program level IT, communications, and audiovisual services at Government or contractor locations worldwide, as specified in each order. Product only requirements are outside this category. Ancillary support and supplies are permitted only when integral to and necessary for the IT services based effort. [2: A.1.2]

1c and 2c	Innovation; information and data analytics, including data science, AI and machine learning.
3c and 4c	Application services and software development; cybersecurity architecture, engineering, RMF, and monitoring.
5c and 6c	Cloud services; digital multimedia and technical communications services.
7c and 8c	IT operations and maintenance, help desk and call center support; network services.
9c and 10c	Database services; in scope technology training and knowledge transfer.
11c	Program management and ancillary services and supplies integral to the IT services based effort.

These are contract scope areas, not a statement that every service or labor category is already listed on TTS's contract. TTS will confirm availability in the SEWP database of record before quoting. [2: A.1.13, A.1.23]

Category C order limits

The contract terms restrict orders to $2 million, inclusive of options, in the first year of contract performance and $10 million per order in the second year. NASA may remove these restrictions beginning in year three; removal is not automatic. Confirm applicable dates and modifications. Section A.1.10 separately addresses order limitations and contractor acceptance rights. [2: A.1.2, A.1.10]

Ordering and customer support

From a mission requirement to an authorized order

Who may order

NASA, other Federal agencies, and authorized support service contractors may order. Contractor authorization must reach NASA at least three days before access is needed. Non Federal governments are not authorized unless mandated by Congress. [2: A.1.4, A.1.5]

How to place an order

1. **Define the requirement.** Document the mission need, statement of work, deliverables, location, performance period, security and accessibility needs, and funding. Contact TTS for planning assistance or NASA for scope review.
2. **Request quotes and provide fair opportunity.** Use NASA's SEWP VI Quote Request Tool, the recommended method, with the appropriate category and group. The agency manages competition and selection; direct TTS discussions do not replace fair opportunity. Use an RFI for preliminary market research.
3. **Review the TTS response.** TTS confirms listed offerings, labor mix, pricing inclusive of the SEWP fee, schedule, quote validity, and proposed support terms. The ordering Contracting Officer evaluates the quote and selects the order type and clauses.
4. **Issue and route the funded order.** The agency issues its task or delivery order and sends it to the NASA SEWP PMO before TTS accepts or processes it, unless NASA grants an exemption. NASA processes and forwards orders; it does not issue other agencies' orders. Route modifications through the PMO.
5. **Coordinate performance.** After processing, TTS and the agency confirm authorized scope, staffing, schedule, deliverables, acceptance, and support contacts. Services and invoices follow contract and task order terms.

Ordering basis: Terms and Conditions, Sections A.1.7 through A.1.9 and A.1.13; NASA SEWP VI Ordering Information. [2, 5]

Order package essentials

Include the signed order and date, order number, SEWP contract number, applicable NAICS code, contract type, TTS mailing address and phone, issuing and delivery offices, line item pricing, total value, Contracting Officer contact information, and supporting TTS quote. Specify the service period and delivery and acceptance requirements. [5]

TTS points of contact

Role	Contact	Email and telephone
Program Manager	Ammanda Paige	apaige@tanaq.com (301) 433-3343
Deputy Program Manager	Roger Payne	rpayne@tanaq.com
Contracts Administrator	Susanne Cummings	scummings@tanaq.com

TTS: 3201 C Street, Suite 602, Anchorage, AK 99503 | www.tanaq.com.

Service questions and order issues

Contact the PM with the order number and issue summary; the Deputy PM is the alternate. Direct contract and invoice questions to the Contracts Administrator. Support, maintenance, acceptance, and response coverage follow the order. Use approved channels for sensitive data; do not email credentials.

NASA SEWP Program Office: help@sewp.nasa.gov | (301) 286-1478
SEWP VI portal and Quote Request Tool | sewporders@sewp.nasa.gov

Fair opportunity and key terms

Contract rules supporting accurate quotes and orders

Pricing and payment

Authorized order types. Firm Fixed Price, Time and Material, Labor Hour, Fixed Price Award Fee, Fixed Price Incentive Fee, Fixed Price Economic Price Adjustment, or a hybrid of commercial contract types. [2: A.1.7]

Fees and cards. NASA currently publishes a 0.34% program fee; the contract terms cap it at 0.34%. It is included in quoted prices, including applicable handling and travel costs, and is not a separate line item. Section A.1.43 requires acceptance of EFT and Government Purchase Card or other agency approved credit cards. Any permitted card surcharge must be disclosed in the quote using PURCHASECARD-Z and cannot be added afterward. [2: A.1.26, A.1.43; 4]

A.1.13 Fair Opportunity and Requests for Quotes

Full clause text from the SEWP VI Terms and Conditions, pages 42 and 43, quoted exactly. Paragraph breaks are retained; line wrapping is reformatted.

> Contractors will be provided a fair opportunity at the individual order level as appropriate per FAR Part 16.505(b), including the SEWP RFQ tools. No documentation for the order selection is required to be submitted with the order. All such documentation is to be maintained by the issuing procurement office.
>
> 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

> issued. 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.
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> 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.
>
> (End of text)

This guide does not modify the contract. The executed award, applicable attachments and modifications, and authorized order terms govern. Certifications, security authorizations, and acceptance requirements must be evaluated for the actual offering and order.

Sources and customer resources

[1] Executed SF 1449, contract 80TECH26D1740, page 1. [2] SEWP VI Terms and Conditions, cited sections. TTS identity: SAM.gov entity registration.

NASA public program guidance, checked October 5, 2026: [3] Contracting Information | [4] SEWP VI FAQ | [5] Ordering Information