Insignia SEWP VI Ordering Guide

Category B Enterprise Wide ITC AV Service Solutions

Section 1 SEWP VI Program Overview

This guide explains how federal customers request quotes, place orders, and obtain support from Insignia under NASA SEWP VI. Our Category B offering combines enterprise technology services with the engineering, integration, and operations needed to support agency missions.



NASA SEWP stands for Solutions for Enterprise-Wide Procurement. It is a Government-Wide Acquisition Contract providing access to information technology, communications, and audio-visual (ITC/AV) solutions and services for federal agencies and their approved contractors.

Established in 1993 as the federal government's first GWAC, SEWP has evolved through six generations from a technology product vehicle into a broad source of IT solutions and professional services. Its more than three decades of acquisition experience help agencies keep pace with changing technology and mission needs.

SEWP VI is designated Best-in-Class for both products and services, reflecting the Office of Management and Budget's rigorous category management performance criteria. Customers benefit from pre-competed contracts, ongoing order-level competition, regularly refreshed offerings, and NASA acquisition support. Online quoting tools, order tracking, customized reporting, and responsive customer assistance support efficient purchasing and informed oversight.

SEWP VI includes three scope categories:

- Category A — ITC/AV Solutions
- Category B — Enterprise-Wide ITC/AV Service Solutions
- Category C — Mission-Based ITC/AV Service Solutions

Insignia's Category B services address enterprise requirements across multiple departments, locations, customers, or offices. Relevant areas include data analytics, application development, cybersecurity, cloud services, managed IT services, and enterprise service integration. Product-only requirements are excluded from Category B.

Customers may request NASA scope guidance by sending a requirement overview or statement of work to help@sewp.nasa.gov. Only solutions included on our contract may be offered in a formal SEWP quote.

NASA SEWP customer assistance

help@sewp.nasa.gov | (301) 286-1478
Monday–Friday, 7:30 AM–6:00 PM Eastern | www.sewp.nasa.gov

Section 2 Fair Opportunity

Orders are subject to the applicable fair-opportunity requirements of FAR 16.505(b). The ordering agency's Contracting Officer determines the competition approach, documents any applicable exception, and maintains the award and pricing rationale in the acquisition file.

The NASA SEWP Quote Request Tool (QRT) is the recommend method to solicit quotes from eligible contract holders. Customers should select the applicable category and acquisition criteria under current NASA guidance. A discussion with Insignia or a request for a preliminary estimate does not replace the agency's competition responsibilities.

The SEWP surcharge is currently 0.34%, included in quoted prices rather than listed as a separate fee. NASA may adjust the rate; current contract and program instructions apply.

SEWP background and benefits: www.sewp.nasa.gov/sewpvi/about/info/ • /about/benefits/ • /procurement/policy/

Section 3 — About Insignia: What's in Scope for SEWP VI

Insignia is a technology company serving the federal government. We combine mission knowledge with engineering to design, modernize, secure, and operate agency systems. Services span assessment and architecture through implementation, training, and ongoing support.

Data and analytics. We engineer and modernize enterprise data platforms, integrating information across legacy applications, databases, and cloud environments. Services include data pipelines and ETL, data quality and reconciliation, metadata and lineage, governance, warehouse modernization, and performance optimization. We develop Power BI dashboards and self-service analytics that turn complex data into usable operational and executive insight. Alteryx-enabled workflows automate data preparation, validation, and recurring analysis. Our approach connects trustworthy data, business rules, and mission measures to reporting, advanced analytics, and AI readiness.

Alteryx and automation. Workflow development, integration, and adoption to reduce manual processing and enable reusable analytics.

Oracle and cloud modernization. Database engineering, performance tuning, replication, migration, and cloud operations, with Oracle CSS expertise where agreed.

Software and AI. Application modernization, APIs, DevSecOps, and AI-assisted workflows with security, evaluation, and human review.

Cybersecurity and assurance. We combine security engineering with continuous visibility into control performance and mission risk. Services include Zero Trust architecture and implementation; identity, endpoint, network, application, and data security integration; vulnerability and configuration management; and security embedded in modernization and DevSecOps. We connect telemetry, automated control validation, and evidence collection to actionable risk dashboards and remediation priorities. Our ZTMAP and Quantum Readiness Framework approaches support executive decision-making, cryptographic exposure assessment, and post-quantum migration planning. Authorization support and ongoing assurance help agencies maintain defensible security decisions as systems and threats change.

Managed services. Database, application, and IT operations; incident and change management; and service integration.

Solutions build on agency investments and enterprise objectives. Partner participation, licensing, support, and pricing are defined in each quote and order.

Company information	Details
Legal name	Insignia Technology Services, LLC
CAGE code	[INSERT CAGE CODE]
UEI	LRN9VLLCX9Y8
Mailing address	45150 Russell Branch Pkwy, Suite 300, Ashburn, VA 20147
SEWP website	https://9thwayinsignia.com/nasa-sewp-vi-contract-holder/

Contract number	Category and scope	Ordering period	Fee
80TECH26D0395	B — Enterprise-Wide ITC/AV Service Solutions	November 2026–October 2036	0.34%

Section 4 — Contact Information: Program Support and Customer Assistance

For quotes, order status, installation, warranty questions, technical or software support, post-delivery assistance, or a problematic order, contact our SEWP program team:

Position	Contact	Email	Phone
Program Manager	Rose Shahid	Sunmbal.Shahid@insigniatechnology.com	703-214-0851
Deputy Program Manager	Meagan Steward	Meagan.Steward@insigniatechnology.com	757-350-3844

Include the requirement or order number, affected service or item, and business impact. The team coordinates delivery and OEM support as applicable; unresolved issues may be escalated to the Program Manager. Installation, warranty coverage, extended warranty, support hours, and service commitments are specified in the quote and applicable order/OEM terms.

Section 5 Ordering Process

Request quotes through the SEWP Quote Request Tool (QRT) under agency acquisition procedures. The SEWP QRT is the recommend method for requesting quotes. Provide scope, deliverables, schedule, location, security needs, and technical environment. Insignia’s quote identifies the solution, pricing, assumptions, support terms, and validity period.

The agency funds and issues the order. Include contract/order numbers, quote, NAICS, contract type, agency and contractor contacts/addresses, delivery location, line items, total price, and required Contracting Officer signature and dates.

Route signed orders and modifications through the SEWP PMO for review, processing, tracking, and forwarding. NASA does not issue orders for other agencies. Agency-specific procedures apply.

Program guidance: www.sewp.nasa.gov/sewpvi/ • Contract terms and current NASA instructions govern.