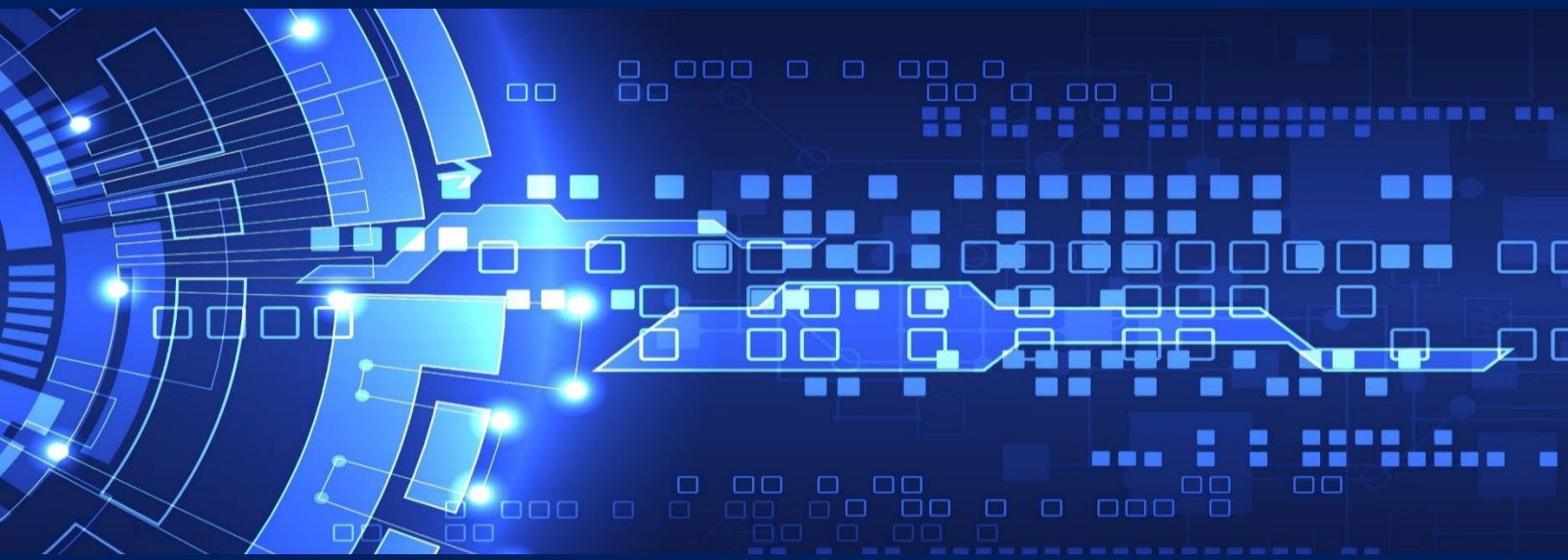
11800 Sunrise Valley Drive, Suite 420 | Reston, VA 20191 | www.luxnovallc.com
CAGE: 9PPY0 | UEI: W54BF7KB5GQ5 | Small Disadvantaged Business [8(a)]

NASA SEWP VI
LUXNOVA LLC ORDERING GUIDE

Categories B and C
Enterprise-Wide and Mission-Based ITC/AV Services



Contract Holder	LuxNova LLC
Category B Contract	80TECH26D1977
Category C Contract	80TECH26D1784
Ordering Period	November 1, 2026 - October 31, 2036
Program Manager	Fuzhen Li | 703-206-6920 | fli@luxnovallc.com
Deputy Program Manager	John Cordeiro | 301-529-9782 | jcordeiro@luxnovallc.com

Illuminating Tomorrow
Transforming Today

Table of Contents

1 SEWP VI OVERVIEW 1
1.1 SEWP VI CATEGORIES 1
1.2 ADMINISTRATIVE HANDLING FEE 1
2 LUXNOVA CONTRACT INFORMATION 1
2.1 LUXNOVA PROGRAM MANAGEMENT 1
3 SCOPE AND AVAILABLE SERVICES 1
4 FAIR OPPORTUNITY 2
5 REQUESTING A QUOTE 2
6 ORDERING PROCESS 2
7 REQUIRED DELIVERY OR TASK ORDER INFORMATION 3
8 INSTALLATION, WARRANTY, AND POST-DELIVERY SUPPORT 3
9 ORDER TROUBLESHOOTING AND ESCALATION 3
10 NASA SEWP VI AND LUXNOVA CONTACTS 4
11 RELATED RESOURCES 4
11.1 GUIDE MAINTENANCE 4

1 SEWP VI Overview

NASA Solutions for Enterprise-Wide Procurement (SEWP), pronounced "soup," is a multiple-award Government-Wide Acquisition Contract (GWAC) that provides Federal agencies and their authorized contractors access to Information Technology, Communications, and Audio-Visual (ITC/AV) products, solutions, and services. SEWP VI continues NASA's acquisition program with expanded coverage for enterprise-wide and mission-based ITC/AV services.

The vehicle is available to NASA, all Federal agencies, the Department of Defense, and authorized Federal agency support service contractors. Orders may support Government civil servants, Government on-site or near-site contractors, Government off-site contractors, principal investigators, universities operating through grants or cooperative agreements, and Government-Owned Contractor-Operated organizations.

The SEWP Program Management Office (PMO) supports market research, quote requests, order review and processing, contract administration, and customer assistance. The issuing agency remains responsible for its acquisition strategy, fair-opportunity determination, source selection, funding, and issuance of the delivery or task order.

1.1 *SEWP VI Categories*

Category	Focus	Representative Coverage
B	Enterprise-Wide ITC/AV Service Solutions	Customized strategic solutions spanning multiple departments, locations, customers, field offices, or organizational components.
C	ITC/AV Mission-Based Services	Program- or mission-level ITC/AV services, including custom development, engineering, data, hosting, operations, management, consulting, training, and cybersecurity services.

1.2 *Administrative Handling Fee*

An Agency Administrative Handling Fee not to exceed 0.34% applies to SEWP VI orders. The fee is included in the total quoted price and is not listed as a separate line item on the quote or order. NASA SEWP may adjust the applicable fee; customers should consult the SEWP website for the current percentage.

2 LuxNova Contract Information

LUXNOVA LLC SEWP VI CONTRACT INFORMATION	
Contract Holder	LuxNova LLC
Contract Vehicle	NASA SEWP VI - Multiple-Award GWAC
Award Categories	Category B and Category C
Category B Contract Number	80TECH26D1977
Category C Contract Number	80TECH26D1784
Role	Prime Contractor
Contract Type	Order dependent; established at the order level by the issuing agency
Primary NAICS	541512 - Computer Systems Design Services
Business Designation	Small Disadvantaged Business [8(a)]
UEI	W54BF7KB5GQ5
CAGE Code	9PPY0
Ordering Period	November 1, 2026 - October 31, 2036
Contract Ceiling	$20 billion per contract
Headquarters	11800 Sunrise Valley Drive, Suite 420, Reston, VA 20191
Corporate Website	https://www.luxnovallc.com/

2.1 *LuxNova Program Management*

Program Manager: Fuzhen Li | 703-206-6920 | fli@luxnovallc.com

Deputy Program Manager: John Cordeiro | 301-529-9782 | jcordeiro@luxnovallc.com

3 Scope and Available Services

LuxNova provides enterprise-wide and mission-focused ITC/AV services through SEWP VI Categories B and C. Representative capabilities include:

- Enterprise IT operations, infrastructure management, managed services, and IT service management
- Cloud services, cloud migration, hosting, infrastructure modernization, and systems integration
- Cybersecurity engineering, assessment, authorization, compliance, continuous monitoring, and incident support
- Application services, Agile software development, integration, DevSecOps, testing, deployment, and sustainment
- Data architecture, data management, analytics, modeling, visualization, and decision support
- Network operations, communications, collaboration systems, and audio-visual services
- Systems engineering, technical modernization, configuration management, and technology refreshment
- Program management, financial management, governance, training, documentation, and related ancillary support

The technical areas above are representative and are not exhaustive. Customers may submit a requirement overview, statement of work, or bill of materials to the NASA SEWP PMO for a scope review when needed.

4 Fair Opportunity

Contractors will be provided a fair opportunity at the individual order level as appropriate under FAR 16.505(b), including through the SEWP Request for Quote tools. Documentation supporting the order selection is maintained by the issuing procurement office and is not required to be submitted with the order.

LuxNova will not market, quote, or otherwise offer for sale under its SEWP VI contract any solution that is not included in the SEWP database of record and available to Government end users. If the Government issues a Request for Information as part of market research, LuxNova may identify offerings not yet listed only when those offerings are clearly marked as not yet available and LuxNova submits the appropriate technology refreshment request.

For a Request for Quote or Market Research Request, LuxNova will quote only offerings available on its contract, and the price of each offering will not exceed the price in the SEWP database of record when the quote is issued. If LuxNova has insufficient offerings on contract to respond fully to a formal RFQ, LuxNova will submit a No Bid unless the RFQ expressly permits partial quotes. Each quote will state its validity period, and LuxNova will honor an order submitted within that period.

5 Requesting a Quote

The NASA SEWP online Quote Request Tool (QRT) is the recommended method for conducting market research, providing fair opportunity, and requesting quotes. Federal customers may use the QRT to distribute requirements to the appropriate SEWP VI contract holders and document the acquisition process.

To request a quote from LuxNova or discuss an anticipated requirement:

Sales / Quote Contact: John Cordeiro

Telephone: (301) 529-9782

Email: jcordeiro@luxnovallc.com

Customers should provide sufficient information for an accurate response, including:

- SEWP RFQ or Market Research Request number, when applicable
- Statement of work, performance work statement, specifications, or bill of materials
- Required labor categories, skill levels, estimated hours, and period of performance
- Place or places of performance and any travel requirements
- Security, cybersecurity, facility-access, data-handling, or clearance requirements
- Required delivery schedule, acceptance criteria, and deliverables
- Applicable contract type, funding limitations, and agency-specific instructions
- Desired quote-validity period and response deadline

6 Ordering Process

Each agency establishes its internal purchase-request and order-issuance procedures. A typical SEWP VI ordering process is:

1. Define the requirement and conduct appropriate market research.
2. Use the SEWP QRT or another compliant method to provide fair opportunity to the applicable contract holders.
3. Evaluate responses and document the best-value and fair-opportunity determination in accordance with FAR 16.505(b) and agency policy.
4. Prepare and sign the delivery or task order using a valid Federal agency order form.
5. Send the signed order and supporting quote information through the NASA SEWP ordering process.
6. The SEWP PMO reviews the order for authorization, scope, contract number, pricing, and other program requirements, then routes it to LuxNova.
7. LuxNova accepts and fulfills the order in accordance with the order, approved quote, and SEWP VI contract.
8. Route order modifications through the SEWP PMO using the same applicable process.

NASA SEWP does not issue the delivery or task order. The ordering agency's warranted Contracting Officer or duly authorized representative issues the order and remains responsible for the acquisition decision and administration of the order.

7 Required Delivery or Task Order Information

A SEWP order should include, at minimum, the following information:

- Delivery or task order number
- LuxNova quote verifying the viability of the order
- Date the order was issued
- Applicable LuxNova SEWP VI contract number
- LuxNova mailing address and telephone number
- Issuing office agency name and mailing address
- Ship-to or place-of-performance office name and address
- Total dollar amount of the order
- Contracting Officer's signature, telephone number, and signature date
- Contract line items, quantities, unit prices, and total pricing
- Applicable period of performance, delivery schedule, and acceptance terms
- Funding and invoicing information required by the issuing agency

8 Installation, Warranty, and Post-Delivery Support

Installation, integration, acceptance, basic and extended warranty coverage, technical support, software support, maintenance, and other post-delivery terms are solution-specific. The applicable terms will be identified in LuxNova's quote, the manufacturer or service-provider terms when relevant, and the resulting delivery or task order. Customers should retain the quote and order documentation as the authoritative record of coverage, responsibilities, response times, and escalation procedures.

For installation questions, warranty coverage, maintenance, technical or software support, returns, acceptance issues, or other post-delivery assistance:

Post-Delivery Support Contact: Fuzhen Li

Telephone: 703-206-6920

Email: fli@luxnovallc.com

9 Order Troubleshooting and Escalation

For assistance with an existing order, delivery status, quote verification, invoicing, modifications, acceptance, returns, or another order-related matter, provide the following information when available:

- SEWP RFQ or Market Research Request number
- Delivery or task order number and applicable contract number
- Ordering agency and Contracting Officer contact information
- LuxNova quote number and date
- Relevant contract line item or deliverable
- Concise description of the issue, supporting documentation, and requested resolution
- Applicable delivery, acceptance, or response deadline

Order Support Contact: Fuzhen Li

Telephone: 703-206-6920

Email: fli@luxnovallc.com

LuxNova will coordinate the issue with the appropriate service team, supplier, manufacturer, or delivery partner and escalate unresolved matters through the LuxNova SEWP VI Program Manager. Customers may also contact the NASA SEWP Customer Help Desk for program-level assistance.

10 NASA SEWP VI and LuxNova Contacts

Function	Name	Telephone	Email
LuxNova Program Manager	Fuzhen Li	703-206-6920	fli@luxnovallc.com
LuxNova Deputy Program Manager	John Cordeiro	301-529-9782	jcordeiro@luxnovallc.com
Sales / Quote Contact	Fuzhen Li	703-206-6920	bd@luxnovallc.com
Order Support Contact	Fuzhen Li	703-206-6920	fli@luxnovallc.com
Post-Delivery Support Contact	Fuzhen Li	703-206-6920	fli@luxnovallc.com
NASA SEWP Customer Help Desk	NASA SEWP PMO	(301) 286-1478	help@sewp.nasa.gov

11 Related Resources

- LuxNova Corporation
- NASA SEWP Home
- NASA SEWP VI
- NASA SEWP Fair Opportunity

NASA SEWP PMO Hours: Monday-Friday, 7:30 a.m.-6:00 p.m. Eastern Time

11.1 *Guide Maintenance*

LuxNova will maintain an electronic version of this ordering guide suitable for downloading and printing. The guide will be available before placement of the first delivery order and will be updated no later than 10 business days following each contract modification.