DoD ESI
ORDERING GUIDE

Palo Alto Networks

DoD ESI Agency Catalog

Department of Defense Enterprise Software Initiative (DoD ESI)
ORDERING GUIDE

Contents

1.0 Purpose

This document serves as the Ordering Guide for the DoD ESI Agency Catalog for Palo Alto Products and Services. The DoD ESI Agency Catalog for Palo Alto products and services can be purchased through the NASA Solutions for Enterprise-Wide Procurement (SEWP) Agency, which is a Government-Wide Acquisition Contract (GWAC) managed by the National Aeronautics and Space Administration (NASA). This Ordering Guide contains essential information regarding the DoD ESI Agency Catalog for Palo Alto Networks, Inc., including authorized users, products available for purchase, ordering instructions and processes, and Point of Contact (POC) information.

The DoD ESI Agency Catalog for Palo Alto Networks, Inc. is a source of supply for Palo Alto Networks, Inc. software license subscriptions, proprietary hardware, services, spare parts, professional services, lab misc. Information pertaining to these Catalogs 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

2.0 Overview

On behalf of the DoD and other authorized users (see Section 3.0 for details on authorized users), PEO Digital, Strategic Sourcing Services Portfolio has established a DoD ESI Agency Catalog under NASA SEWP for the purchase of all Palo Alto Product and Service requirements (except cloud services). This Agency Catalog was established on 27 June 2022. The establishment of the Agency Catalog includes the negotiation of a License Agreement and Palo Alto services with respect to the DoD's 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 Palo Alto Commercial-Off-The-Self (COTS) subscriptions, proprietary hardware and its respective "ancillary" or "maintenance" services. 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 are the list of 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 Chief 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 18 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

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).

4.0 Ordering

This vehicle will enforce a single set of terms and conditions negotiated between Palo Alto and the Government, which shall be incorporated by reference into each order placed under the Catalog. The Agency Catalog will facilitate the collection of metrics with regard to 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.

All DoD ordering activities are required to consider ordering their Palo Alto software requirements from the DoD ESI Agency Catalog in accordance with DFARS 208.74. DFARS PGI 208.7403 describes the acquisition procedures for ordering commercial software licenses and related services. 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.

Defense Components have issued supplemental policies to implement this DFARS requirement.

4.1 Notes to Contracting Officers

a) Minimum discounts off current Palo Alto Agency Catalog 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
b) The government may secure additional discounts at the time of placing an order. Spot discounts are authorized and encouraged.
c) Licensor may subcontract all or part of the Services to be performed, to a qualified third party only with the explicit written acceptance of the Government.
d) 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
e) Follow FAR 19.5 for set-aside requirements

4.2 Guidance for Navigating the NASA SEWP Website

Prior to ordering, users need to sign-up for a NASA SEWP account.

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 "Agency Catalog Tool" from the "Catalogs" menu at the top of the page
4. You will be presented with a list of all SEWP Agency Catalogs accessible to your organization, including the Palo Alto Networks, Inc. DoD ESI. Click on the link to the Palo Alto Networks, Inc. Agency Catalog
5. On the resulting page, click "I would like to create a Catalog Request for Quotation (RFQ) or Catalog

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Market Research Request based on the DoD ESI Catalog"
6. The remaining steps are the same as the normal NASA SEWP RFQ process
7. Also listed on the DoD's page is relevant agreement and reseller documentation

4.3 Ordering Process

1ST End User OR End User's Respective Ordering Office

1. Log-In to NASA SEWP and visit the Agency Catalog Section of the NASA SEWP site.
2. Scroll down until you see the DoD ESI Agency Catalog for Palo Alto.
3. Select arrow beside Palo Alto to expand drop down menu and select applicable category.
4. Click on "I would like to create an RFQ or Market Research Request based on the DOD ESI Catalog" link.
5. On the "Create a DOD ESI Catalog Request" fill out all required information (Description, Request Type, Contract Holders, Attachments, and Reply by Date) then click "Continue".
6. On the following page review your request and click "Confirm and Submit" to complete.

2ND NASA SEWP Program Management Office (PMO)

1. Verifies Order.
2. Forwards valid Order to the appropriate Contract Holder.

3RD SEWP Contract Holder

1. Processes Order.
2. Delivers Equipment & Services.
3. Invoices Agency or Contractor.

4.4 Use of Government Sources by Contractors

Contractors are authorized to purchase off the DoD's SEWP contract when permitted in writing by the Contracting Officer for that contractor's contract or solicitation. 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 Palo Alto Networks, 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 the DoD's 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.DoDll.af.mil/reghtml/regs/far2afmcfars/fardfars/dfars/PGI%20251_1.htm#TopOfPage.

4.5 Point of Contact

The POCs for the DoD ESI Agency Catalog for Palo Alto Networks, Inc. are listed below:

DoD ESI Team			
Name	Title	Email	Telephone
Shawn Molina	Software Product Manager	shawn.e.molina.civ@us.navy.mil	619-200-0621
Alexander Roberts	Procuring Contracting Officer	alexander.k.roberts3.civ@us.navy.mil	619-553-1481
Jorge Ocegueda	Contract Specialist	jorge.l.ocegueda.civ@us.navy.mil	619-553-7504
NASA SEWP			
Alexander Marshall	Technical Strategy Manager	alexander.marshall-1@nasa.gov	301-614-7141
Customer Service (email responses within 1 day; helpline Mon-Fri 7:30 AM – 6:00 PM ET)		sewpprod@midatl.servicenow.com	301-286-1478

Reseller Information Reference Table:

Ordering Guide Information	Netsync Network Solution	GAI	Norseman
NASA SEWP V Contract #	NNG15SC76B	NNG15SD23B	NNG15SC83B
Business Size	Small	Small	Small
Cage Code	4XU10	0J658	0WNZ6
Unique Entity ID	HJ4MSGDU9634	R98MW4ZKUUK3	G8LCAVK5AVW7
TIN			
Ordering Address	2500 West Loop South Suite 410 Houston, TX 77027	2060 Reading Road, FL #3 Cincinnati, OH 45202	8172 Lark Brown Road Suite 201 Elkridge, MD 21075-6423
Remit to Address	2500 West Loop South Suite 410 Houston, TX 77027	2060 Reading Road, FL #3 Cincinnati, OH 45202	8172 Lark Brown Road Suite 201 Elkridge, MD 21075-6423
Company POC for this RFAC: (add as necessary for the			

various DoD agencies and Intel community)			
Name	Kristi Matsunaga	Michelle Lundy	Brandie Turpin
Telephone	469-557-2869	513-864-3896	410-579-8600x161
E-Mail	kmatsunaga@netsync.com	michelle.lundy@gov-acq.com	brandie.turpin@norseman.com

Ordering Guide Information	Epoch Concepts	ThunderCat Technology	Sterling Computers
NASA SEWP V Contract #	NNG15SD30B	NNG15SD26B	NNG15SC49B
Business Size	Small	Small	Other Than Small
Cage Code	4MN62	50WM7	06AP0
Unique Entity ID	LQ48B9A9QJC8	UER4AJLUB8D5	YZTLALWM4UC7
TIN			
Ordering Address	1510 W Canal Ct Suite 1000 Littleton, CO 80120-5639	1925 Isaac Newton Sq Suite 180 Reston, VA 20190-5030	303 Centennial Dr. North Sioux, SD 57049-3155
Remit to Address	1510 W Canal Ct Suite 1000 Littleton, CO 80120-5639	1925 Isaac Newton Sq Suite 180 Reston, VA 20190-5030	303 Centennial Dr. North Sioux, SD 57049-3155
Company POC for this RFAC: (add as necessary for the various DoD agencies and Intel community)			
Name	Krystal Klein	Mike Kelly	Tracy Wriedt
Telephone	505-363-9399	703-674-0221	605-242-4002
E-Mail	kklein@epochconcepts.com	mkelly@thundercattech.com	tracy.wriedt@sterling.com

Ordering Guide Information	Carahsoft Technology	Red River	WWT
NASA SEWP V Contract #	NNG15SC27B	NNG15SC46B	NNG15SC55B
Business Size	Large	Large	Large
Cage Code	1P3C5	04MB1	0MNV1
Unique Entity ID	DT8KJHZXVJH5	JT4PZH4BX5T9	C8VFSNKTMQB6
TIN			
Ordering Address	11493 Sunset Hills Rd. Reston, VA 20190	21 Water Street, Suite 500	1 World Wide Way Saint Louis, MO 63146-3002

		Claremont, NH 03743-2247	
Remit to Address	11493 Sunset Hills Rd. Reston, VA 20190	21 Water Street, Suite 500 Claremont, NH 03743-2247	1 World Wide Way Saint Louis, MO 63146-3002
Company POC for this RFAC: (add as necessary for the various DoD agencies and Intel community)			
Name	Yvonne DLuzen	Jo Purdy	Lindsey Miller
Telephone	703-889-9861	603-442-5546	618-797-5765
E-Mail	Yvonne.DLuzen@carahsoft.com	joannp@redriver.com	lindsey.miller@wwt.com

Ordering Guide Information	**VAE**	**FCN**	**Insight**
NASA SEWP V Contract #	NNG15SC94B	NNG15SC71B	NNG15SC40B
Business Size	Small	Small	Large
Cage Code	1U3C5	0WU14	06ZC1
Unique Entity ID	LB8JT7MNMYB5	JEANDJTZ8HJ3	LD98S4LK2113
TIN			
Ordering Address	5501 Backlick Rd., Suite 300 Springfield, VA 22151-3940	12501 Ardennes Ave Suite 101 Rockville, MD 20852	13755 Sunrise Valley Dr #750A Herndon, VA 20171-4664
Remit to Address	5501 Backlick Rd., Suite 300 Springfield, VA 22151-3940	12501 Ardennes Ave Suite 101 Rockville, MD 20852	13755 Sunrise Valley Dr #750A Herndon, VA 20171-4664
Company POC for this RFAC: (add as necessary for the various DoD agencies and Intel community)			
Name	Meghan Hoy	Dolores Campbell	Melissa Turner
Telephone	703-942-6727	803-366-4033	703-594-8122
E-Mail	Meghan.Hoy@vaeit.com	dolores.Campbell@fcnit.com	melissa.turner@insight.com

Ordering Guide Information	DTG	ImmixGroup	
NASA SEWP V Contract #	NNG15SC31B	NNG15SC39B	
Business Size	Small	Large	
Cage Code	5V8H6	3CA29	
Unique Entity ID	ZK6MUHQC6DE4	L6REMB5VKLL9	
TIN			
Ordering Address	499 S Warren St Suite 501 Syracuse, NY 13202-2629	8444 Westpark Drive Suite 200 McLean, VA 22102	
Remit to Address	499 S Warren St Suite 501 Syracuse, NY 13202-2629	8444 Westpark Drive Suite 200 McLean, VA 22102	
Company POC for this RFAC: (add as necessary for the various DoD agencies and Intel community)			
Name	Pat DuLaney	Marcelino Lake	
Telephone	571-264-2495	703-639-1560x1560	
E-Mail	pat@dtg.com	Marcelino_Lake@immixgroup.com	

5.0 Funding

The funding of orders under the DoD ESI Agency Catalog for Palo Alto Networks, 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
EFO	Exception to Fair Opportunity
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
NASA	National Aeronautics and Space Administration
POC	Point of Contact
SEWP	Solutions for Enterprise-Wide Procurement
Ts&Cs	Terms and Conditions

7.0 Attachments

Catalog attachments have been posted to the "Ordering Guide", "Terms & Conditions", and "Policy and Guidance" tabs of the Palo Alto Networks, Inc. page of the DoD ESI portal at: https://www.esi.mil/.

Attachment 4 – Ordering Guide
Version dated 12.07.2022