NSSC ELMT
SAP Products and Services
Contract Information Sheet

See How to Request Quotes & Place Orders on the Next Page

Product(s): SAP Business Suite, SAP Business Objects BI Suite, SAP Public Sector, SAP HANA, And other SAP Products & Services

Manufacturer: SAP

Vendor: ThunderCat Technology

Summary: The NASA Shared Services Center (NSSC) Enterprise License Management Team (ELMT) manages the license densities included for SAP Business software maintenance and support. The software products support the NASA Enterprise Applications Competency Center (NEACC) and other NASA Centers.

License Term: Base period, with two (2) annual options

Award Date: November 19, 2019

Period of Performance: Base Period: December 1, 2019 through December 31, 2020
Option Period One: January 1, 2021 through December 31, 2021
Option Period Two: January 1, 2022 through December 31, 2022

NASA Reference #: SEWP Contract Number NNG15SD26B

For questions associated with this agreement contact the following:

NASA Customer Contact Center: Call: 1-877-NSSC123 (1-877-677-2123)
- Select Option 3, Select Option 1 NASA employee, Select Option 3 Procurement (or)
NSSC ELMT Team: Email: nsscelmt@mail.nasa.gov

Quote POC:

Primary:
Adam Berti
Account Executive
(Mobile) (443) 864-7780
(Office) 703-674-0221
(Fax) 703-738-7995
Aberti@thundercattech.com

Alternate:
Mike Kelly
Account Executive
(Mobile) (732) 768-3400
(Office) (703) 674-0221
(Fax) (703) 738-7995
Mkelly@thundercattech.com

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How to Request Quotations and Place Orders:

A Purchase Request (PR) is required to order under this agreement if the amount of the order exceeds the Federal Acquisition Regulation (FAR) threshold for micro-purchases.

For software procurements at or below $250,000 for ELMT enterprise agreement purchases, the Simplified Acquisition Threshold (SAT) team at the NSSC will process these requests.

To proceed via SAT: click the link NSSC PR Services Support Requests, then go to NSSC Simplified Acquisition Customer Portal to initiate the purchase. When creating a ticket please include the ELMT agreement number in the “Give a brief description” field.

All purchases for software over $250,000, for ELMT enterprise agreement purchases, ELMT will process these requests. To initiate, send an email to the ELMT at nsscelmt@mail.nasa.gov with the PR number for awareness and approval tracking.

Product List:  Current SAP Product List

For Purchase Request (PR) Funded Orders:

| Center POC | A Center POC coordinates and obtains quotation from the vendor  
| License Number, if applicable  
| a NASA Procurement POC**  
| a Purchase Request (PR) (or confirmation that funds are available)* PR Instructions for NNG15SD26B  
| Finalize PR (funding) to NSSC Procurement  
| (If requirements are complex and you have questions, please contact the ELMT for assistance) |
| NSSC ELM Team | Review the PR submission to validate requirements detail and current pricing against current GSA Schedule pricing, etc.  
| Finalize funding requirement |
| NSSC Procurement | Execute Purchase Order to vendor for procurement |
| Vendor | Execute Delivery Order  
| Invoice NASA (NSSC) |
| NSSC | Route invoice for payment approval – Finance -> Procurement -> COR -> Procurement -> Finance |

* Per FAR Subpart 32.7: Before executing any contract, the contracting officer shall—
  (a) Obtain written assurance from responsible fiscal authority that adequate funds are available or (b) Expressly condition the contract upon availability of funds in accordance with 32.703-2.
Payment with a Government-wide Purchase Card (GPC) is authorized when an order does not exceed the Federal Acquisition Regulation (FAR) micro-purchase threshold, currently $10,000.00. **However for software purchases, you should check with your Center’s Chief Information Officer’s policies for proper guidance.**

**For NASA P-Card Orders:**

| Center POC or GPC holder | A Center POC coordinates and obtains quotation from the vendor  
| | Quotation should include: (Product Name, Description, Part Number, Quantity, End User Name, Phone Number and E-mail Address)  
| | License Number, if applicable  
| | *(If requirements are complex and you have questions, please contact the ELMT for assistance)*  
| Center GPC holder | Place Order with Thundercat Technology.  
| | **GPC Instructions**  
| | Center POC would Email final quotation to the nsscelmt@mail.nasa.gov  
| **Payment by GPC for ELMT purchases shall be made in accordance with FAR 52.212-4, Contract Terms and Conditions – Commercial items, which provides for funding through a Work Breakdown Structure (WBS) number.**  
| Vendor | Provide transaction-specific documentation to the Contracting Officer within 3 to 5 business days:  
| | 1. Contract/BPA Number  
| | 2. Order Log Number  
| | 3. Confirmation/Transaction Number  
| | 4. Product Name  
| | 5. Product Description/Item Number  
| | 6. Quantity Purchased  
| | 7. Unit Price  
| | 8. Extended Price  
| | 9. Date of Transaction and Date of Delivery  
| | 10. NASA GPC holder name and associated Center (including contact information)  
| | 11. License and/or maintenance user’s name and contact information (if different from card holder)  
| ELMT | Add product line item(s) information to the NSSC Enterprise Asset Tracking System (EATS) for license management  

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Additional Information:

Center IT Asset Managers: (ITAM)

NASA Enterprise Service Desk (ESD): 877.677.2123, nasa-esd@mail.nasa.gov

For additional information contact any member of the ELMT:
   Email: nsscelmt@mail.nasa.gov
   Phone: 855.610.2871 (Toll Free)
   www.nssc.nasa.gov/elmt