

Navy GEMSS Enterprise Agreement Custodian Form

Coverage for Cisco Asset & License Procurements



- The Navy's GEMSS contract provides unlimited Smartnet for all Cisco hardware and DNA Advantage licenses for routing, switching, and wireless, plus Cisco Success Tracks support for its entire Cisco infrastructure.
- This form enables accurate Cisco asset tracking to align Virtual Accounts with assets and license management of GEMSS benefits.
- Completion of the Custodian Form to its entirety is mandatory for entitlement processing when purchasing off the Cisco Global Price List (GPL). Failure to complete and submit will result in delayed or withheld entitlements.
- **Attach this form with the ITPR for your BSO Admin's approval**

Section 1) Government Ordering POC

Name _____ Email _____ Date _____
(Last, First, MI)

Phone Number _____ UIC# _____
123-456-7890 NXXXXX

Section 2) End Customer

Receiving Customer/Command Responsible for Sustainment Information

End Customer Organization _____ End Customer Contact Name _____
Org - Program Primary Contact/Product Owner
Example: NSWC Dahlgreen Last, First, MI

BSO Number _____ End Customer Contact Ph Number _____
e.g. 123-456-7899 ext. 123

End Customer DoDAAC _____ End Customer Email Address _____
(required) (Last, First, MI)/Product Owner

End Customer Virtual _____ Ship To Address _____
Account Address, City, State
Note: This is where the asset will reside

Example: BSO24: N49661 Shipping Notes _____
ATTN: Receiving POC/
Phone Number/Task number

Section 3) Approval Signatures

Program/Org Lead _____ Date Approved _____
(Last, First, MI) MM/DD/YYYY

BSO Administrator _____
(Last, First, MI)

Section 4) Reseller Information

Reseller Name _____ Navy Purchase Order# _____
Last, First, MI

Cisco Sales Order # _____ Date Order Submitted Into CCW _____

Cisco Web Order ID _____ Please return completed Navy Custodian Form to: _____
navy_cisco_esl_team@us.navy.mil

Cisco Purchase Order # _____

Attention Contracting Personnel: Please attach this form to the Cisco Reseller's Delivery Order