Navy GEMSS Enterprise Agreement Custodian Form
Coverage for Cisco Asset & License Procurements

PEO DIGITAL

- 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 PR for your BSO Admin's approval**

Section 1) Government Ordering POC

Name
(Last, First, MI) _____

Email
Ex: email@us.navy.mil _____

Phone Number
123-456-7890 _____

UIC#
NXXXXX _____

Date
MM/DD/YYYY _____

Section 2) End Customer
Receiving Customer/Command Responsible for Sustainment Information

End Customer Organization
Org-- Program
Example: NSWC Dahlgreen _____

End Customer Contact Name
Primary Contact/Product Owner
Last, First, MI _____

BSO Number _____

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

End Customer DoDAAC
(required) _____

End Customer Email Address
Ex: email@us.navy.mil _____

End Customer Virtual Account
Note: This is where the asset will reside
Example: BSO24: N49661 _____

Ship To Address
Address, City, State _____

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

Section 3) Approval Signatures

Program/Org Lead
(Last, First, MI) _____

Date Approved
MM/DD/YYYY _____

BSO Administrator
(Last, First, MI) _____

Section 4) Reseller Information

Reseller Name
Last, First, MI _____

Navy Purchase Order# _____

Cisco Sales Order # _____

Date Order Submitted Into CCW _____

Cisco Web Order ID _____

RESELLER - 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

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