



# Acquisition & Financial Services

## INNOVATIVE SOLUTIONS FOR CRITICAL MISSIONS



INCA Tech provides support for all aspects of pre-award and post-award contract administration and has successfully assisted in managing complex acquisitions responsible for major systems, new technologies, and billion-dollar contingency contracts.

### Acquisition Challenges and INCA Tech's Approach

Acquisition professionals face unique challenges: complex regulations, limited personnel, fiscal constraints, and increasing inquiries. INCA Tech possesses staff with decades of acquisition experience who have the knowledge to assist our clients navigate their challenges and achieve mission success. Our team is incentivized to practice continuous learning, which ensures that our clients receive access to experts. Additionally, we are guided by a culture of service; we listen to and understand our clients' needs.

INCA Tech is "customer-oriented, promptly communicates any issues that arise and prioritizes assignments as needed."  
– INCA Tech customer

### Technology Integration

INCA Tech works to identify appropriate opportunities to leverage best of breed technologies to optimize our clients' performance. These initiatives include developing contract management systems and Robotic Process Automation (RPA). INCA Tech produces web-based solutions that enable our products to be available anywhere, anytime, and on any device.

**PROJECT PORTAL**

Program: GOV Acquisition Management  
Contract: GOV - 0189857  
Last Update: 3/30/2021

TO	Previous Performance Period	Next Performance Period
TO-001	Monthly Progress Report	Risk Log
TO-002	Funding	Cost Summary

**TO-001 | GOV Acquisition Management**  
Funding Report 3/2021

<b>Funding Received</b> 1,000,000.00	<b>CTD Funds Expended</b> 500,000.00
<b>% of Funds Expended</b> 50.0%	<b>Funds Remaining</b> 500,000.00

### Acquisition Management Services

INCA Tech provides acquisition support services in accordance with the FAA's Acquisition Management System (AMS), Federal Acquisition Regulations (FAR), and Defense Federal Acquisition Regulation (DFAR). Our team brings over 150 years of acquisition experience, to include experience as Contracting Officers (COs) with warrants and possesses Defense Acquisition Workforce Improvement Act (DAWIA) and Federal Acquisition Certification in Contracting (FAC-C) certifications.

### Cost & Price Support

INCA Tech performs cost and price analysis in support of determining offeror's proposed cost/price reasonableness and realism. In support of these efforts, INCA Tech develops cost models that demonstrate a thorough understanding of the elements of cost, performs rate verifications, performs subcontractor review, and performs profit/fee analysis. INCA Tech's rigorous cost and price support has enabled its clients to save tens of millions of dollars.

INCA Tech "was able to review and evaluate cost and pricing data associated with the proposal and made appropriate recommendations for negotiations to Program Management and CO with minimal oversight." – INCA Tech customer



11700 Plaza America Drive  
Suite 320  
Reston, Virginia 20190

Phone: (703) 391-1600  
Solutions@INCA Tech-corp.com  
INCA Tech-corp.com



## Acquisition Management Services

### Acquisition Strategy

INCATech works with its customers to develop project plans and schedules, support market research, draft acquisition documents, and support the development of source selection plans and acquisition evaluation criteria.

### Source Selection

INCATech's staff support the evaluation of offeror proposals and develops Technical Evaluation Reports, Cost/Price Evaluation Reports, assists with awardee determination, and supports the development of the Source Selection Official Brief.



### Contract Administration

INCATech provides support for monitoring and analyzing vendor information, developing and maintaining financial data, drafting contract modifications, reviewing and processing invoices, and developing contractual correspondence.

### Contract Closeout

INCATech executes tasks to closeout acquisitions in accordance with applicable regulations. Our support prepares final modifications to obligate and de-obligate funds and develops databases to monitor closeout activities.