



**RSR SHAH & CO**  
CHARTERED ACCOUNTANT



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**TYPE OF DOCUMENT** : *INTRODUCTORY AND WORK PROFILE*

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**AUTHOR OF DOCUMENT** : *RSR SHAH & CO*

## EXECUTIVE SUMMARY

*The document contains the background information about the firm and its partner. The aim of this document is to provide reasonable details about the firm RSR Shah & Co to the existing as well as prospects. The firms experience in the various fields is depicted wherever possible by keeping confidentiality close keeping in mind. The document is prepared with intension to provide capability and experience details and no way intends to advertise itself. The document has limitation in disclosing the client details wherever the confidentiality get affected.*



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## 1. INTRODUCTION

The firm was started in the year of 2013 in the city of Bharuch, India as proprietor firm. The same firm was converted into the partnership in the year 2015 with introduction of the partners for catering the client need in the efficient manner. The partners of the firm possess qualification of Chartered Accountant, company secretary, Diploma in System Audit (DISA) and commerce bachelor and master degrees.

We are a team of young and chartered accountants who heavily relies on information systems in catering the service to the client and storage of the data. We focus on preventive service to avoid litigation on the client side with various government department. The firm has client from Manufacturing, Service and Banking industry. The firm is also empanelled by the RBI for provision of service to various Public sector banks.

The mission of the firm is to minimize the chances of deviation from the applicable compliance with preventive tools and thereby avoid litigation in changing laws era.

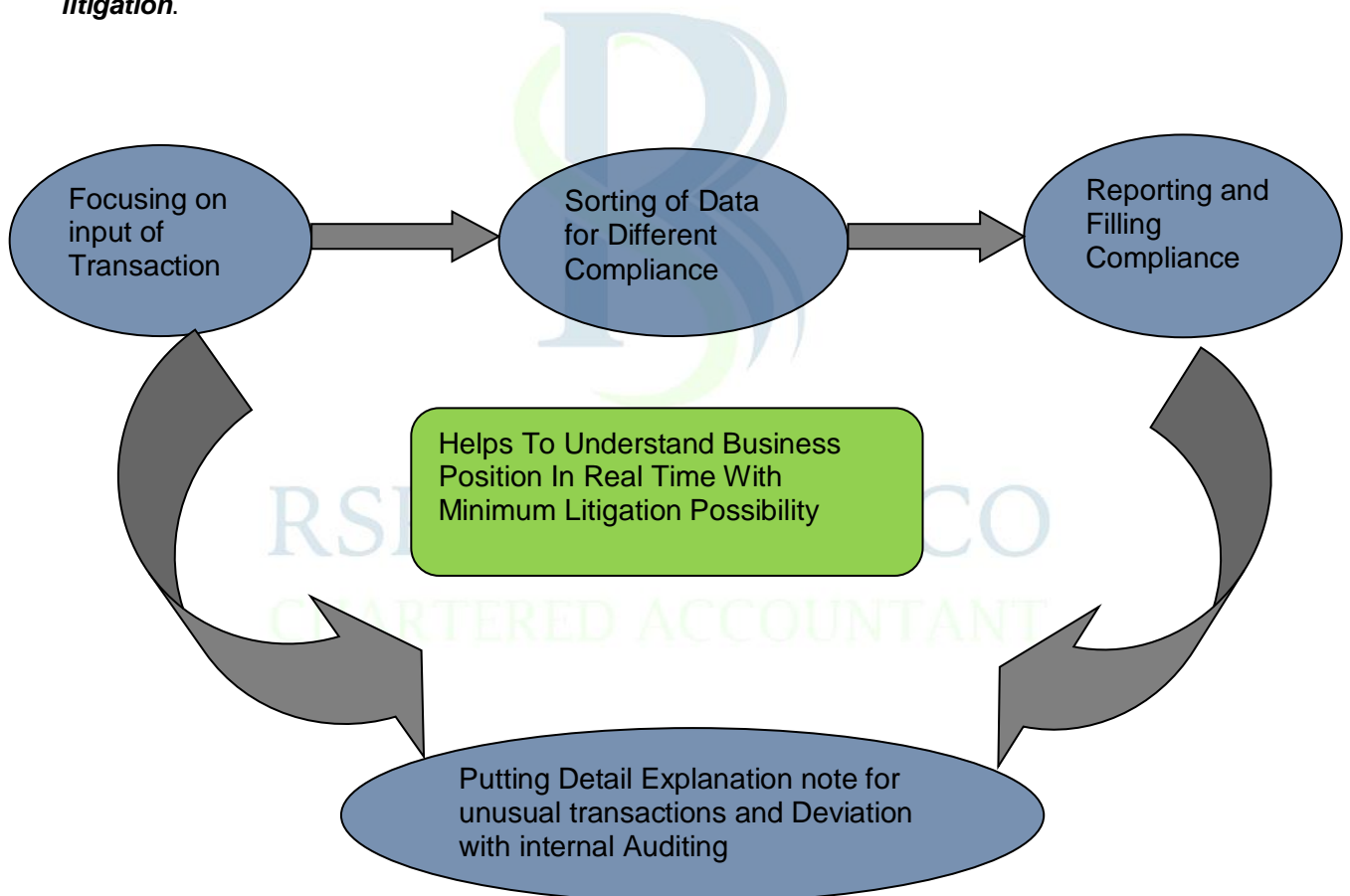
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**2.0 SERVICES**

We offer a wide range of Financial and Consultancy services to Individuals, Partnership Firms, Companies, NGOs and other entities. We are very focused to our practice areas and we offer services in the matters where we excel.

We provide quality services. Telephone calls and email requests are answered promptly and correspondence is dealt with, as a matter of priority, for we recognize that time is the most important thing both for clients and us. The affairs of each client are under the control of a hands-on partner to ensure a high level, in depth, consistent and worry free friendly service.

***We focus on following Preventing Process that help to avoid litigation or on early settlement of litigation.***



<b>2.1 The Audit Service We Provide</b>	<ul style="list-style-type: none"> <li>– Statutory Audit</li> <li>– Tax Audit</li> <li>– Internal Audit</li> <li>– Government Audit</li> <li>– Bank Audit</li> <li>– Management Audit</li> <li>– Concurrent Audit</li> <li>– IT/System Audit</li> <li>– Due diligence Audit</li> <li>– Forensic Audit</li> <li>– Fraud Investigation Audit</li> </ul>
<b>2.2 Income Tax based Service We provide</b>	<ul style="list-style-type: none"> <li>– Preparation of Income Tax Return for Individual / Firm / Company / Trust</li> <li>– Scrutiny Assessment / CIT (Appeals) / ITAT matters / High Court matters</li> <li>– Dividend Distribution and calculation of Dividend Distribution Tax and Payment thereof</li> <li>– Calculation of MAT (Minimum Alternate Tax) for 100% EOU/STPI Units</li> <li>– Transfer Pricing Report</li> </ul>
<b>2.3 Corporate Law based Service we provide</b>	<ul style="list-style-type: none"> <li>– Formation of Private/ Public Limited /LLP Section 25 company</li> <li>– Formation of 100% Subsidiary / Branch office / Liaison Office of Foreign companies/LLP</li> <li>– Conversion of a private company into a public company and public ltd. into a private Ltd</li> <li>– Conversion of Proprietorship / Partnership Firm into Company under Chapter IX and LLP</li> <li>– Payment of dividend by companies</li> <li>– Buy back of shares</li> <li>– Winding up of Company</li> <li>– Share purchase agreement drafting</li> </ul>

<p><b>2.4 Goods and Service Tax related Service</b></p>	<ul style="list-style-type: none"> <li>- GST registration number</li> <li>- GST return filling</li> <li>- GST implementation and documentation guidance to Corporate and SMEs</li> <li>- GST Assessment</li> <li>- Legal opinion in Classification of Service and Products</li> <li>- Refund of GST</li> </ul>
<p><b>2.5 Custom Related Work</b></p>	<ul style="list-style-type: none"> <li>- Advance License Authorization from DEPB / DFIA / EPCG</li> <li>- TED Complete Refund Procedure</li> <li>- Pre-shipment Export Documentation</li> <li>- Import Export Code (IEC) Registration</li> <li>- Payment of Custom Duty</li> <li>- Commissioner (Appeals) / CESTAT matters</li> </ul>
<p><b>2.6 FEMA / RBI Related Service</b></p>	<ul style="list-style-type: none"> <li>- Compliance of the procedure including chartered Accountants Certification for repatriation of income / assets from India</li> <li>- Making applications to Reserve Bank of India for purchase/sale of shares, debentures &amp; securities and directly to and from Residents and Non Residents in India and outside India (Procedure for FC-GPR and FC-TRS)</li> <li>- Making application to Reserve Bank of India for purchase/sale of residential and commercial property including renting out of property</li> </ul> <p>Opening Branch Office / Liaison Office of Foreign Company</p>

## 2.7 Management Service

- Prepare a business plan, cash-flow projections, budgets and forecasts
- Assess your financial requirements, advise on the best sources of finance i.e. personal capital, bank overdraft, long-term commercial loans and mortgages, venture capital or equity capital, fund based or non fund based and draw up the necessary proposals
- Conduct a feasibility study of your projects
- Prepare the Project Report along with liaison with Bank
- Preparation of application and arranging for term loans from Banks and Financial Institution for projects of various nature.
- Preparation of application and arranging for term loans from Banks and Financial Institution including project loans.
- Preparation of application and arranging for working capital limits from Banks and Financial Institution for various type of businesses.
- Negotiation for better terms and reduction in cost of borrowing.
- Coordination for public issue with various agencies including merchant bankers.
- Coordination for private equity matters.
- Arranging factoring facilities.
- Other value additions like proper presentation of financial data, representation and coordination with credit rating agencies.



**2.8 Other Areas of Services**

- Merchant Banking coordination and Consultancy
- Portfolio Management Services
- Land Procurement / Clearance Consultancy
- Trademark / Patent Consultancy
- Fixed Assets Management
- Charity Commissioner related work
- Co-operative Society related work
- EPCG registration / DEPB registration
- SSI Registration



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### 3. Client Portfolio

We offer a wide range of financial and consultancy services to individuals, partnership Firms, companies and other entities. Over time, we have acquired experience of servicing diverse industries as follows:

- Government Sector
- Infrastructure
- Trading
- Software
- Banking and financial services
- Entertainment
- Travel, tourism and leisure
- Shipping
- Pharmaceuticals
- Construction
- Leasing and Financing
- Education and welfare



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## 4. Our Team

Our team of highly skilled, committed and motivated professionals specializes in respective fields. We work in an environment with frequent training opportunities for our professionals as also a system to keep them updated with the latest developments. Client feedback is a key input to our performance appraisal system.

Our Team comprises of:

### **SHREYANSH SHAH- FCA, DISA(ICAI)**

CO-Founder partner RSR SHAH & CO, he is one amongst the elite professionals to qualify as a Chartered Accountant from Ahmadabad. He has expertise in the field of indirect taxation and financial planning. He posses industry specific knowledge in various manufacturing area that help the firm to carry out services in efficient manner. He also passed DISA examination that make firm equipped with efficient bank audit. He helped to expand the portfolio of the firm in the South Gujarat particularly into the Surat, Ankleshwar , Dahej area.

### **ROSHAN SHAH - ACA**

CO- Founder partner of **RSR SHAH &CO**,. He has carried out his studies and experience in Ahmedabad. He has played a pioneering role in expanding our portfolio into Business process consultancy .Besides, he has contributed largely to the portfolio of the firm's services from the International Taxation to a range of services like Transfer Pricing, Representative office, RBI-FEMA Consultancy, Information System Audits and consultancy for startup ventures of Non resident Indians in India.

### **RONAK SHAH - ACA**

Co-founder of **RSR SHAH &CO**, Qualified as a Chartered Accountant from Ahmedabad. He has effectively partnered in the growth of the firm since then. He has rich experience of working with BPO Industries. He has effectively handled ERP implementation, ISO Certification and other special assignments, GST Implementation, Bank Audits

### **PRAGNESH PARIKH – FCA**

Qualified as a Chartered Accountant in 2013 and joined RSR SHAH & CO in the Year 2018. He has performed duty of Financial and Account head in one of the recognized manufacturing company till 2018 and shacked hand with our firm .He has vast experience in the SAP and company specific compliance in Account standard compliance, IFRS, GST, PF, ESIC, Finance.

**4.1 Total team strength**

Particulars	Total
Partners	4
Trained Accountants	12
Support Staff	6
CA Trainee	1
<b>Total</b>	<b>23</b>

**5.0 Infrastructure**

Bharuch - 750 SQFT office with library facility for updating subject knowledge  
 Ahmadabad – 700 DQFT office with highly motivated environment

**5.1 Communication & Technology**

The firm has 24x7 internet availability. Bandwidth is made available through TATA (2 mbps) and Blazenet (2mbps). As a backup measure, dial-up connection is also retained available through BSNL. The firm has VoIP and Video Conferencing Facility.

**5.2 All Software in Use**

Operating System Server : Windows Server 2008  
 Operating System Client : Windows XP Professional  
 Database : MS SQL Server 2000  
 Tools : MS Office 2007, Adobe Acrobat R/W 7.0,  
 Other Tools : PayPac, eTdsWizard, Specturm,

**6.0 Contact Details****Offices:****BHARUCH****AHMEDABAD****RSR SHAH & CO**

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