

Accounting

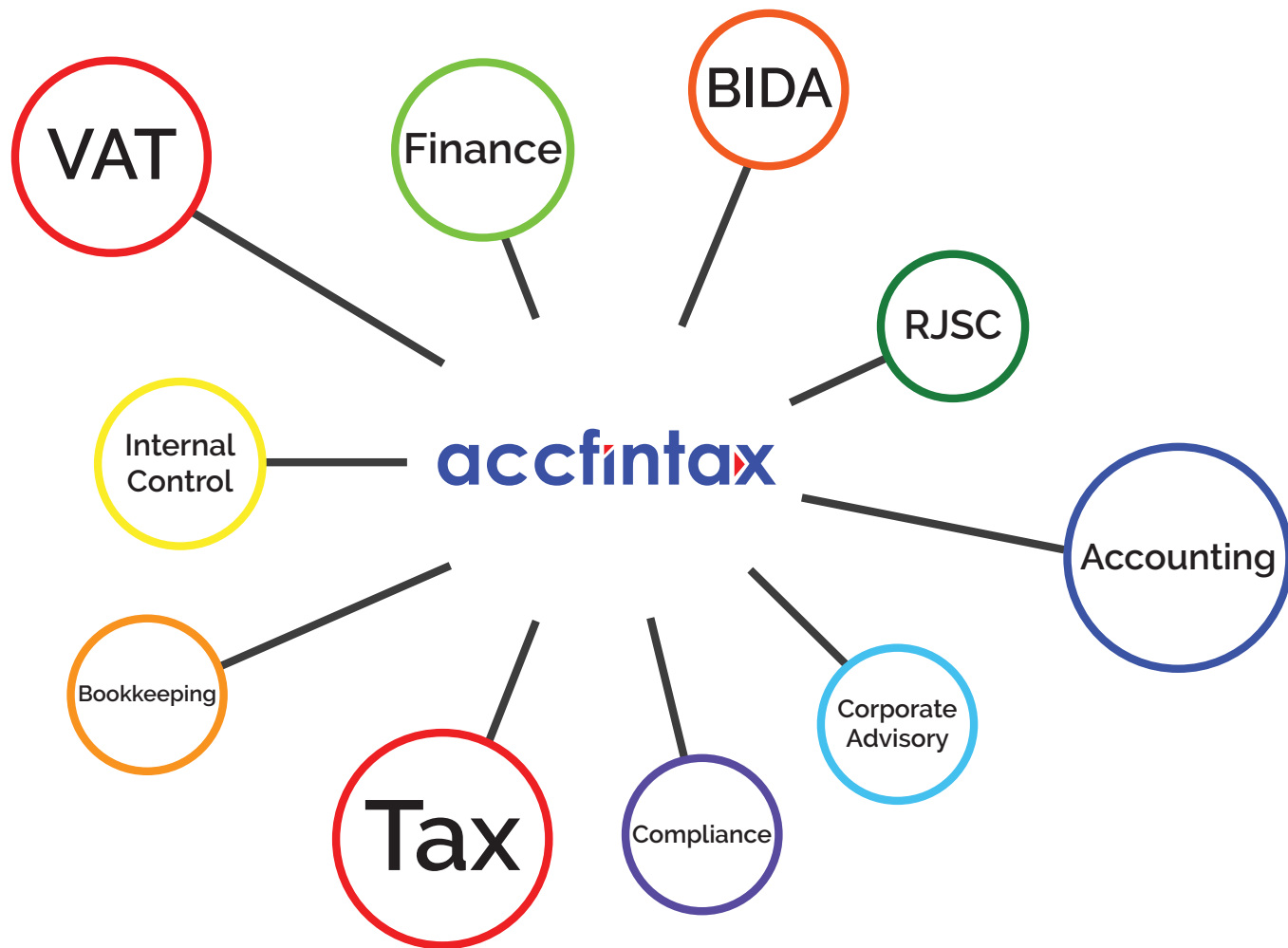
Depreciation Cash Flow Credit Finance Income Summarizing Sales Ledger Capital Statements Adjustments BIDA Payable RJSC Recording Revenue Gain

VAT ERC IRC Inventory Budgeting Costing Trial Balance Expense Ratio Assets Auditing Information Tax Transparency Receivable Debit Investment Receive

Structured Transactions Management Money Business

Reporting Payroll Reconciliation Equity

accfintax

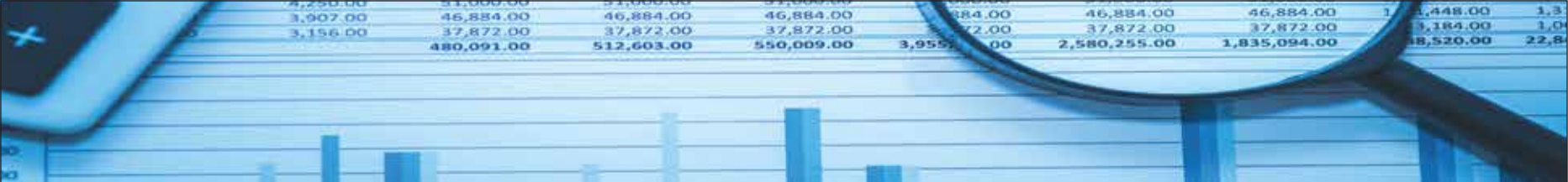


## What We Do



## Clients of **accfintax**





## The services we offer:

- Tax and VAT Advisory
- Business Advisory
- Accounting and Financial Consultancy
- Management Consultancy
- Corporate Secretarial Services
- IT system implementation and design
- Internal control: traditional and IT environment

## Resources of **accfintax**:

We believe successful and timely service delivery is a team effort. We empower our team and give them the opportunity to grow with ACCFINTAX.

Our current resources include:

Partners	Three
Managers	Two
Consultants	Ten
IT Professionals	Two
Administrative and Support Staff	Three



**accfintax** offers clients a broad range of fully integrated tax & BPO services. We work closely with clients to deliver timely, high quality tax & BPO services to maximize tax-planning opportunities and find the right answers to the tax challenges in their respective industries.

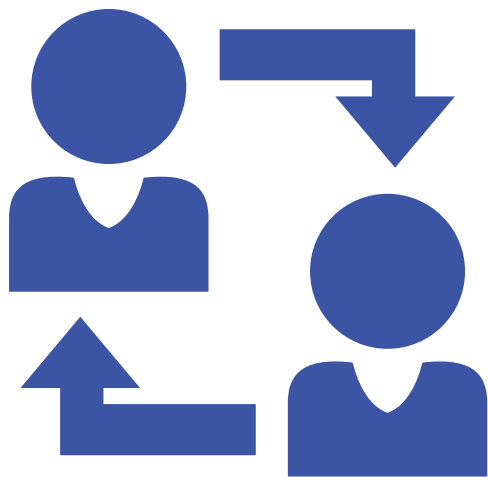
## 1. Direct Tax

- Corporate and individual tax planning
- General tax advisory
- Deferred tax computation and application
- Preparation of withholding tax return (TDS)
- Tax assessments and appeal
- Assistance in handling queries and requests for information from tax authorities

## 2. Indirect Tax

- VAT return preparation (withholding VAT return or VDS)
- VAT registration
- VAT consultancy
- VAT current account maintenance
- VAT calculation





### 3. Center For Professional Services

- Fund (PF/GF)
- Accounting outsourcing
- Accounts receivables management
- Payroll outsourcing
- Fund management outsourcing
- Capital budgeting
- Feasibility study
- Due diligence
  - Business due diligence
  - Tax due diligence
  - Operational due diligence

### 4. Review, Documentation & Reporting

- Business and share valuation
- Structured financing advisory

### 5. Verification

- Fixed asset reconciliation and management
- Inventory management



## 6. Registrar Of Joint Stock Companies (RJSC)

- Formation of companies
- Annual return for AGM
- Annual return for changes
- Memorandum and articles of association

## 7. Trade & Commerce

- Trade license
- TIN certificate
- VAT registration
- IRC & ERC
- BIDA registration

## 8. IT Support

- System architecture
- System implementation
- System registration
- System functionality checks
- System testing



## About Us

**accfintax** is an independent professional services provider with distinctive local strength, experience and understanding in Accounting, Finance, Tax, VAT and Business Process Outsourcing (BPO).

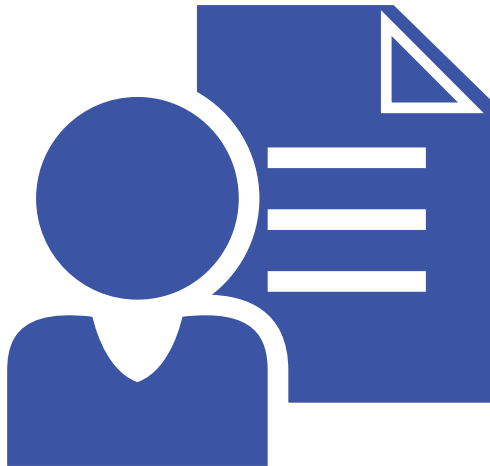
As a management consultant and professional advisor, we provide in-depth solutions to our valued clients that can be done in a given point of time considering their business requirements. We strive to be the leading advisory firm by ensuring the highest level of quality and standard for a selected group of clientele who embrace the same high standard, ethics and integrity as ourselves. We believe in growing responsibly so that we can deliver what we promise.

### Mission

Identify-Analyze-Prioritize-Deliver Solution, that how we serve our valued clients.

### Vision

Building an institution as process delivery, consultancy and advisory firm where service receiver will have their trust and confidence.







## Core Values

We believe in the followings:

- For our clients, we strive for **Excellence**;
- For our people, we give **Empowerment**;
- For our strategic partners, we value **Diversity**;
- For our profession, we demonstrate **Integrity**;
- For our stakeholders, we owe **Stewardship**.



## Why Choose **accfintax**?

Accfintax is an independent professional services provider with distinctive local strength and understanding in Accounting, Finance, Tax, VAT and Business Process Outsourcing (BPO).

Our core team members have sound knowledge and experience in diversified sectors which enable them to suggest practical and efficient solutions that add value to existing practice of any organization.

We always try to understand the requirements of our valued clients and deliver the solutions on a timely manner. We excel in our vision and strive for becoming the leading professional consultancy house in the country by maintaining a high level of ethical standards and professional service quality.



**Our partners are in charge of maintaining our overall core objectives.**

*Few lines about the partners:*

**Faisal Mahmud Sajeeb ACA (Founder)**



Faisal Mahmud Sajeeb is an associate member of the Institute of Chartered Accountants of Bangladesh (ICAB) and have vast experience in corporate finance, project management and treasury in a leading local conglomerate. He is also engaged in several projects with different local companies.

**Ahmed H. Murshed (Founder)**

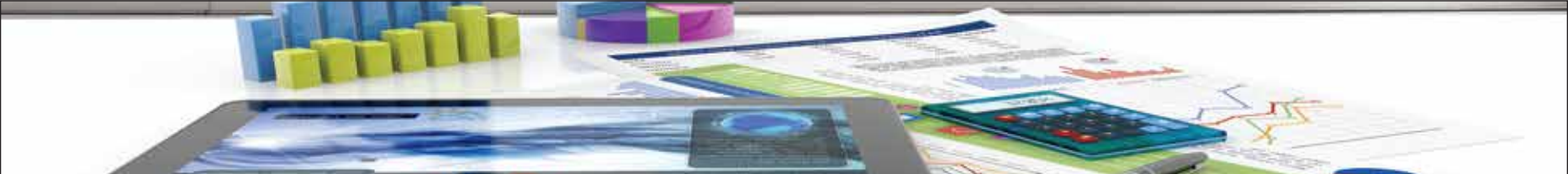


Ahmed H. Murshed is now playing a lead role in the growth of the organization. He graduated from London Metropolitan University and worked in various business houses in London, UK. He is a part qualified ACA and has also worked for Hoda Vasi Chowdhury and Co. as a senior business consultant and analyst.

**Mezarul Musrufe (Founder)**



Mezarul Musrufe has finished his graduation from East West University and completed CA (Part). He worked for GMG Group as a Manager (Accounts & Tax). He has extensive experience in tax, VAT and other statutory matters and worked independently for various local high value clients for quite some time now.



Things You Should  
Know  
Few Technical  
Know-How  
of  
Income Tax

1. Tax return to be submitted each year after closing the financial year ending 30 June.
2. Tax day for Individual – 30 November and for Company financial year ending 30 June is 15 January of the following Year.
3. Salary of employees needs to be paid through banktransfer or A/C Payee cheque if salary exceeds BDT 15,000.
4. Every company needs to take care whether their employees are submitting tax return within due time or not. Otherwise, companies have to pay taxes through disallowances from salary expenses.
5. Withholding tax return needs to be submitted before 30st January and 30th July twice in a year.
6. Income derived from any SME engaged in production of any goods having an annual turnover of not more than BDT 3.6 million(36 lacs) is tax exempted.



# Things You Should Know Income Tax (For IT Companies)

## Sectors where tax is exempted up to 30 June 2024:

Software development

Nationwide Telecommunication Transmission Network (NTTN)

Information technology enabled services (ITES)

**Tax return needs to be filed annually disclosing the income along with income from other sources if any.**

## Sectors within Information technology enabled services (ITES) periphery:

Software Development, Software and application customization, Nationwide Telecommunication Transmission Network (NTTN), Website Development, IT Process Outsourcing, Website Hosting, Software Test Lab Services, Overseas Medical Transcription, Search Engine Optimization Services, Robotics Process Outsourcing, Cyber Security Services, Digital content development, Digital animation development, Web site services, Web listing, Digital graphics design, Digital data entry and processing, Digital data analytics, Geographic Information Services (GIS), IT support and software maintenance service, Document conversion, imaging and digital archiving.



## VAT (For IT Companies)

### What You Need To Know

1. In case of import and manufacturing all computer hardware related item (other than Biometric scanner), Software development and E-commerce business is VAT exempted.
2. For all other ITES business VAT rate is 4.5% on revenue.
3. VAT on office/space rent is exempted for the ITES service provider.

#### Required Document for Trade Licenses:

1. 3 Copy Passport Size photo of Owner or Representative.
2. In case of Company MOA & AOA, COI & In case of Partnership: Registered Partnership deed.
3. Proof of Ownership of space or rent agreement.
4. National ID card of Owner or representative.
5. Fire Licenses copy ( In case of manufacturing company.

\*  
(All need to attested)



Do You Know?  
Required Document  
for  
VAT registration

- Update Trade License.
- MOA & AOA for Company.
- Passport size Photograph of MD/CM (02 Pcs).
- TIN Certificate (12 Digits).
- National ID Photocopy.
- Bank Solvency Certificate.
- In case of importer IRC Photocopy and In Case of Exporter ERC Photocopy.
- Premises Blue Print (i.e. H.O).
- Office Rent Agreement Photocopy.

\*(All need to be attested)

## How to reach ACCFINTAX

### Corporate office:

Apt# B-11 (11th Floor)  
Rupsha Tower, 7 Kemal Ataturk Avenue  
Banani Commercial Area, Dhaka-1213  
Bangladesh

If you have any quires feel free to contact our Partners.

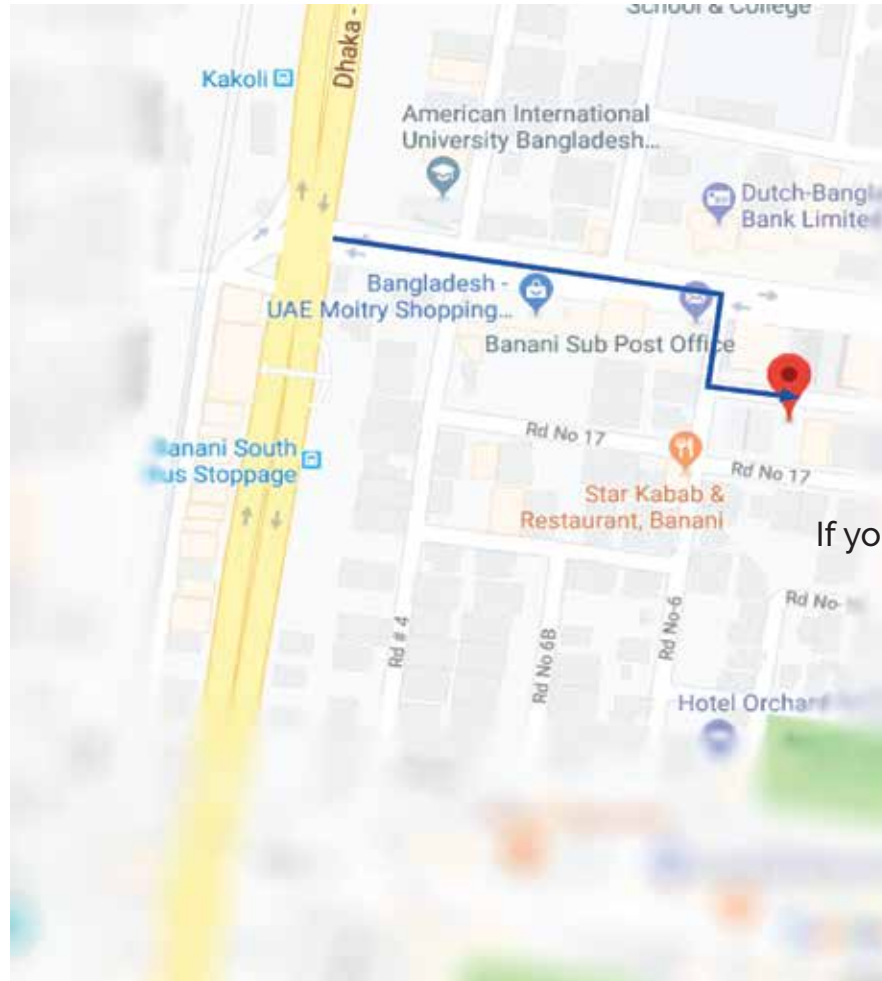
*Alternatively you can contact*

Mr. Monjur Morshed/Md. Saiful Hossain  
Manager/Asst. Manager

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