

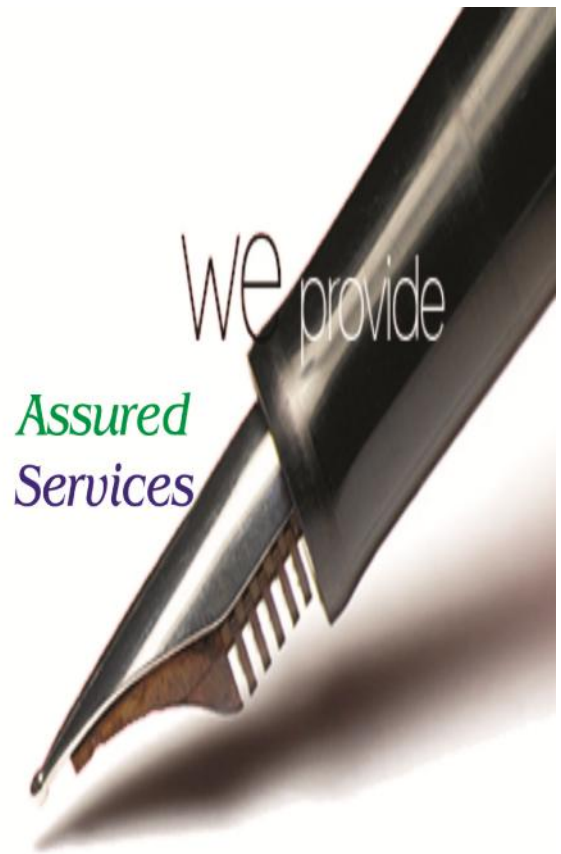
Kunal Jain & Associates

Chartered Accountants



Finance... Taxation... Compliance... Outsourcing... Assurance

Tax Audits
Statutory Audits
Trust, Society And Ngo Audits
Stock Audits Internal Audits
Auditing & Assurance
Finance Consultancy Management Audits
Sales Tax Central Excise
Service Tax C.S.T V.A.T
ISO Certificate Funding & Credit
auditing
Secretarial Advisory Services
Corporate Law Insurance
Labour Laws Consulting
Digital Signature Portfolio Management Services
accounting Intellectual Property Rights
Income Tax Consultants
Wealth Tax Consultants Customs
Management Consultancy
IEC Code



BRIEF PROFILE

- 1) **Name of the Firm** : Kunal Jain & Associates
- 2) **Constitution** : Proprietorship Firm
- 3) **Address** : 4, Pathik Apartments, Opp. Saraswati Mandir High School, Ramji Mandir Road, L.G Corner, Maninagar, Ahmedabad -380008
- 4) **Proprietor** : Mr. Kunal Rushabhbhai Jain

Mr. Kunal Jain, a man with exemplary vision and strong social commitment. The young, dynamic and passionate Mr. Jain possesses inherent qualities of converting challenges into blessings by sincerity of purpose and firm determination. He has incredible foresight, financial acumen and enterprising spirit. He takes a very broad approach to solve the intricate problems and key issues.

Mr. Gaurav Lavale has worked with professionally managed corporate and firms in capacity as a consultant. He has experience of handling corporate affairs in different areas for over a considerable time. He has been conducting Statutory & Tax audit of medium & small scale Limited Companies, Private Limited Companies, Partnership Firms and Proprietorship Firms. He has also been providing services in the field of Accounts, Income Tax, Finance & Company Law Matters.

Mission:

“To uphold highest standards of Commitment, Confidentiality and Competence and to always strive towards improving the quality of services rendered through constant and continuous process of learning, training and updating.”

Vision:

With ‘**Quality is Priority**’ as an ultimate aspiration, our vision is to nurture a professional firm of repute which is competitive, dynamic and focused team leader in the areas of its operation, providing the best opportunity to progress and grow to all those who are associated with it and also serving the best interests of the clients.

We foster an environment to instill these values in every facet of our organization.

- Customer First
- Good Corporate Citizenship
- Professionalism
- Commitment to Quality
- Dignity of the Individual

Excellence, Integrity and Independence, the Motto of our **Institute of Chartered Accountants of India**, is the ultimate objective of our firm. With the professional commitments, Firm always strives to improve the quality of life and the standard of living, for society as a whole.

Key Services

Auditing & Assurance:

- Statutory Audits
- Tax Audits
- Internal Audits
- Stock Audits
- Bank Audits
- Government Audits
- Systems Audit
- Management Audits
- Trust, Society and NGO Audits
- Due Diligence work

Taxation:

⇒ Direct Taxes

Income Tax | Wealth Tax

- Preparation & Filing of I.T Returns & TDS/TCS Returns
- Tax-Planning & TDS Compliances
- Wealth Tax Compliances Consultancy
- Liaisoning and Handling Litigation/Legal matters

⇒ Indirect Taxation

Central Excise | Service Tax | V.A.T | Sales Tax | C.S.T | Customs

- Registrations & Renewals
- Filings & Compliances
- Consultancy
- Handling Litigation / Legal matters

Finance:

⇒ Funding & Credit

- Business Incorporation Planning and Advisory
- Preparation of Project Reports & CMA Reports
- Consultancy to obtain Finance from Banks & Financial Institutions
- Pro-Active Liaisoning with Banks and Financial Institutions
- Documentation of Compliance

⇒ Portfolio Management

- Advisory for Investment Decision
- Advice for each individual base on critical analysis of his Financial Goals and Target for the portfolio
- Shuffling and Re-shuffling of portfolios for optimum returns on Investments

Labour Laws Consultancy:

Consulting | Compliance | Litigation | Record Keeping

- The Employees Provident Fund & Miscellaneous Provisions Act, 1952
- The Contract Labour (Regulation & Abolition) Act, 1970
- The Employees' State Insurance Act, 1948
- The Factories Act, 1948
- The Minimum Wages Act, 1948
- The Industrial Disputes Act, 1946
- The Payment of Gratuity Act, 1972
- The Payment of Bonus Act, 1965
- The Payment of Wages Act, 1936
- The Industrial Employment Standing Orders Act, 1946
- Professional Tax Act
- Shops & Establishments Act

Accounting & Book-Keeping:

⇒ **Book-Keeping Solutions | Outsourcing Services**

- Computerized Book-keeping Services
- Paperless office Implementation
- Monthly | Weekly | Daily M.I.S Reports generation
- Regular reviews for Financial planning & Business analysis

⇒ **End-to-end Process outsourcing | Compliance matters**

- Business process Reviews and Re-engineering
- Documentation cycles and Risk Analysis
- Risk mitigation by implementation of filtered processes to improve/lessen transaction cycle timings

Corporate Law Compliance :

- Formation of Company / Limited Liability Partnership
- Merger & Acquisition Advisory and Assistance
- Secretarial Consultancy Services
- Annual Filing & Filing of Documents to Registrar of Companies
- Creation, Modification & Satisfaction of charge, Company Law board (CLB) Petition Filings
- Public Inspection of Documents & Preparation of Search Report
- Preparing of Minutes / Resolutions and other records under the Corporate and Allied laws

I.S.O Certification:

- Obtaining ISO Certification
- Conducting ISO Audits
- Other matters relating to ISO

Management Consultancy :

- Recruitment and Training of Skilled - Semi-skilled - Unskilled Manpower
- Manpower Requirement Planning and Assistance
- HR Consulting – Outsourcing – Compliance
- Designing of C.T.C (Cost to Company) in a Tax-Friendly manner
- Payroll Administration
- Productivity Reviews
- Profitability & Business Analysis

Intellectual Property Rights:

- Obtaining Intellectual Property Rights
- Advising on matters related to Intellectual Property Rights
- Representations before the Authority

Digital Signature:

Authorize to issue Digital Signature Certificates (DSC) used in various type of compliance.

- Class-2 – ROC, Income tax, Stock exchange
- Class-3 – For Government Tenders
- For Compliances of Export/Import DGFT

Other Allied Services:

- Drafting of various Deeds, Affidavit & Declaration
- Obtaining Import/Export code
- Drafting of General & Special Power of Attorney

Infrastructure:

The Firm is operating from its own office having a total area of approximate 1200 Sq. ft. The office is fully computerized equipped with broadband connection, CCTV cameras, Projector, scanner, biometric, interconnection line, and fax machine.

Awaiting an Affirmative Assertion from your side...

Warm Regards

Kunal Jain & Associates

Chartered Accountants

(One-Stop Solution for all your business needs...)



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