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| HYDERABAD | BENGALURU | MUMBAI | PUNE |



Vision

To emerge as a "Global Consulting Organization" by rendering impec cable solutions, formulated by intellectuals and delivered diligently





Mission

To achieve our "Vision" by:

- ✓ Building an environment
- ✓ Driven by Intelligence
- ✓ Powered by technology
- ✓ Governed in a most ethical manner
- ✓ Adopting the best business principles and practices



Audits & Due diligence

- ✓ Secretarial Audits & Due Diligence*
- ✓ Internal Audits
- ✓ Labour Law Audits
- ✓ Industry Specific Laws Audits
- ✓ Systems Audit
- ✓ Legal Due Diligence
- ✓ FEMA Due Diligence
- * To be conducted by our associate firm BS & Company

OUR SERVICES

Corporate Restructuring

- ✓ Mergers / Demergers
- ✓ Acquisitions / Takeovers
- ✓ Buy Back of Securities
- ✓ Capital Reduction
- ✓ Business / Takeover Compliances
- ✓ Compromise & Arrangements
- ✓ Formulating strategies for negotiations
- ✓ Merger / Demerger Valuations
- ✓ Winding up / Liquidation







Foreign Exchange Laws

- ✓ Structuring and formation of Joint Ventures / Foreign Collaborations / Special Purpose Vehicles (SPVs)
- ✓ Drafting and vetting of Joint Venture and FC Agreements
- ✓ End to end services for Foreign Direct Investments / Overseas Direct Investments
- ✓ FEMA Advisory services
- ✓ Filing of FC- GPR & FC- TRS
- ✓ External Commercial Borrowings





Capital Market Services:

- ✓ Listing/Delisting of companies
- ✓ SME listing
- ✓ Business and share valuations
- ✓ Buyback/ESOPs/ESPS/Sweat Equity
- ✓ IPOs / FPOs / Rights Issues /
 Preferential Allotments

OUR SERVICES



Social Security Laws & Human Resource Management

- ✓ End to end solutions for various HR and Social Security Laws
- ✓ Registrations with various Statutory Authorities
- ✓ Periodical and event based compliances under various employee related laws
- ✓ Drafting polices under various HR and Social Security Laws
- ✓ Filing of various Returns under the applicable Laws
- ✓ Maintenance of registers and records under applicable Laws
- ✓ Conducting HR Laws and Social Securities Laws Audit
- ✓ Staffing & Recruitment
- ✓ Consulting and Advisory

Services for Startups

- ✓ Recognition of Start Ups
- ✓ Forming of Private Company/ partnership firm / LLP
- ✓ Start up registration with DIPP
- ✓ Registrations / Approvals under various Central and State Laws
- ✓ Drafting of MOUs / Agreements ✓ Trademark / Copyright Registration
- ✓ Accounting and Payroll services ✓ FEMA Advisory Services







Accounting & Payroll

Accounting Services:

- ✓ Accounting services for Companies, Partnership Firms, Societies, LLP's
- ✓ Vendor Management Report
- ✓ Customers Management Report
- ✓ Management Information System Reports
- ✓ Statutory Payments such as TDS, Professional Tax, ESI and PF
- ✓ Maintenance of books of accounts ✓ Finalisation of Accounts





Payroll Services:

- ✓ Preparation of employee master data
- ✓ Finalisation of salary structure based on CTC
- ✓ Payroll processing
- ✓ Distribution of payslips
- ✓ Client and employee query management
- ✓ MIS Reports
- ✓ IT Computation



Representation & Advisory

- ✓ Registrar of Companies
- ✓ National Company Law Tribunal
- ✓ National Company Law Appellate Tribunal
- ✓ High Court
- ✓ Labour Departments etc.

OUR SERVICES

LEGAL SERVICES

Drafting and Vetting

- ✓ Share Purchase Agreements
- ✓ Joint Venture Agreements
- ✓ Management Transfer Agreements
- ✓ Non disclosure Agreements
- ✓ Franchise Agreements and all types of Corporate
 Agreements
- ✓ Comprehensive Legal Due Diligence





OUR SERVICES



Services for Non Profit Organizations

- ✓ Registration of NGO's, Societies and Trusts
- ✓ Incorporation of a Section 8 Company
- Structuring of NGO's, Societies, Trusts and Section 8
 Companies
- ✓ Obtaining all statutory registrations required such as ESI, PF, shops and establishment etc.
- ✓ Pay roll management
- ✓ Accounting of NGO, Society, Trust and Section 8 Company
- ✓ Drafting of various agreements
- ✓ Compliances under FEMA for Foreign Direct Investment into the NGO, Society, Trust or Section 8 company
- ✓ Legal, Secretarial, FEMA and Tax advisory services.



IPR Services

- ✓ Trademark Registration and renewal
- Copyright Registration and renewal
- ✓ Representation before IPR Authorities
- ✓ Intangible Assets Valuation

OUR SERVICES

Compliance Management

Advisory services for compliances under the following Acts

- ✓ Companies Act, 2013 and Rules made thereunder.
- ✓ Securities and Exchange Board of India Act
- ✓ SEBI (Listing Obligations and Disclosure Requirements) Regulations
- ✓ SEBI (Substantial Acquisition of Shares and Takeovers) Regulations
- ✓ SEBI (Depositories and Participants) Regulations
- ✓ Foreign Exchange and Management Act
- ✓ Reserve Bank of India Act
- ✓ Income tax Act
- ✓ All Labour and Social Security Laws





Team Strength

Qualified Company Secretaries - **25**

Qualified Chartered Accountants - **3**

Legal Team - **5**

HR Team - **5**

Associate Firms

BS & Company Company Secretaries LLP







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