### FIRM PROFILE





### **About Us**

We are one of the midsized CA Firms in Bangladesh regulated by the Institute of Chartered Accountants of Bangladesh. We provide quality internal audit, statutory/financial audit, accounting, consulting and advisory services to business and individuals in a timely and cost effective fashion.

S Javed has a team of experienced professionals who deliver products and services of outstanding quality in a practical and reliable manner.

We enhance prosperity of the clients' business by combining all our resources to provide valuable, innovative solutions for business and personal financial issues. The main characteristics of our firm are accessibility, responsiveness, hands on experience, communication, secrecy, spirit of co-operation and international resources.



### **Affiliations**





S Javed & Co. is licensed and regulated by the The Institute of Chartered Accountants of Bangladesh (ICAB) which is the National Professional Accounting Body in Bangladesh, established under the Bangladesh Chartered Accountants Order, 1973 (President's Order No. 2 of 1973) for the purpose of regulating the profession of accountants and for matters connected therewith.



Network Member Mr. S Javed is a net work member of Chartered Accountants' Worldwide (CAW) registered in England and Wales. CAW brings together 15 chartered accountancy bodies and a network with over 750,000 Chartered Accountants.



Mr. S Javed is a certified member of the Enterprise Risk Management Academy registered in Singapore. The academy develops ability and agility in reimagining the latest practice of Risk Management among risk managers and certified them as Risk Professional through competitive exam.

### **Our Mission & Vision**

# Mission

To provide exceptional financial and professional services while maintaining the highest levels of integrity and professionalism.

To meet the current and future needs of our clients and help them to cultivate long-term success.

To provide for the development, growth and accountability of our team members by offering opportunities to achieve personal and professional success.

# **Vision**

To be regionally recognized as the accounting firm of choice for providing comprehensive financial and professional services to individuals and businesses alike while providing a working environment where staff members can grow and succeed in the industry.



### **Our Values**



#### **Clients Matter:**

We believe in providing excellent client service to the mutual benefit of our clients and our firm.



#### **Integrity Matters:**

We believe in being conscientious and operating with integrity and honesty, consistently producing quality work at reasonable fees.



#### **Teamwork Matters:**

We believe in a One Firm Approach with an open exchange of ideas across all levels of our organization and that each team member, by taking personal responsibility for their performance and by collaborating with and assisting others in their performance, can achieve consistent sustainable success for our entire organization.



#### **People Matters:**

We believe in an inclusive environment that provides our team members with balanced opportunities, the most up to date resources, learning and prosperity and we believe that valuing opinions, demonstrating respect and caring.

### **Management Team**

Mr. Salim Javed or Javed as he is known among his friends and colleagues, founded S Javed & Company in the year 2019. Javed is a veteran of the industry, having qualified as a Chartered Accountant from the Institute of Chartered Accountants of Bangladesh in the year 2013 and as an Enterprise Risk Management Certified Professional (ERMCP) from The Enterprise Risk Management Academy of Singapore in the year 2018. His experience is very diverse, as he has worked with accounting, budgets, internal audit, risk management and regulatory compliance practices in organizations like BRAC, in Bangladesh and several other countries in East and West Africa.

Today S Javed & Company has grown in size and reach having office in Dhaka with an upcoming office presence that is being planned in Chittagong. Over the year, Javed has played an instrumental role in helping several mid sized businesses in Dhaka to grow their businesses, mitigate risks and raise finances. He serves as an advisor to several family owned businesses and serves as an expert member on several selection boards of recruitment of personnel in finance and related areas. Javed is ably supported by a very qualified and dynamic team of accountants and consultants under his leadership.



### Portfolio of Services





# ABOUT OUR SERVICES

### **Statutory/Financial Audit**

Our audits are focused, quality oriented and conducted with the utmost diligence and professionalism. We have vast experience in providing a range of audit, reporting, corporate governance and financial advisory services. We look beyond the numbers to interpret financial and operational data to identify potential problems, recommend and implement solutions and participate in long term planning and decision making.























### **Accounting & Compilation**

S Javed offers individuals and businesses a variety of accounting services tailored to their special needs. We take pride in providing one of the most focused and quality accounts outsourcing services in Dhaka to small and medium enterprises. Our accounting team consists of young hand-picked accounting professionals who are skilled and proactive. We are flexible in our approach, and can work either on-site or off- site to cater to the client's requirement at a fraction of the cost when compared to a full- time employee.



### **TAX & VAT Advisory/Compliance Services**

At S Javed, we offer an end-to-end TAX & VAT Advisory support for Individual, SME's as well as larger entities. We have an in-house VAT Advisory team, that has experience and sound knowledge built on working in VAT environments. Our services may be divided as follows:



#### **Impact Analysis**

- Understand the business transaction & establish the applicability of TAX & VAT
- Flag the potential impact of TAX & VAT Compliance on business
- Ascertain the cash flows & working capital impact analysis



#### **Transitional Compliance/ Support**

- Provide support for TAX & VAT registration
- Organize TAX & VAT related training and customized workshops
- Map out all transaction types and review/amend any existing contracts with customers/vendors
- Develop SOPs and new compliance manuals
- IT diagnostics/modification to adapt to current IT system or migration to new system
- Designing new corporate and business documentation for compliance
- Testing and adaption of the new IT system



#### **Accounting & CFO Services**

- Review and analyze the existing chart of accounts of the business
  - Routine accounting help
- including TAX & VAT accounting
  - Maintain supporting
- documentation
  - Support services for statutory
- compliance
  - Update VAT master data of
- vendors
- Vendor reconciliation for VAT
- credits
  - Perform contract reviews
- MIS preparation and reporting



#### Post VAT implementation support

- Computation of eligibility for input credit
- Compute the final TAX & VAT liability
- Assist in filing TAX & VAT returns on a timely manner
- Support any changes as and when required due to changes in the legislation

### **Outsourced CFO Services**

While most small and mid sized businesses in Bangladesh recognize the value of high-caliber finance professional in-house, there are few that can afford such a resource. With our CFO services you can get both options: skill sets of an experienced CFO, and custom-tailored CFO services — at a fraction of the price. S Javed

provides financial professionals with extensive experience in the CFO environment who are results-driven business partners. Value creation is a primary goal of these part-time CFO's who provide financial

oversight, funding assistance, and management direction. Our CFO's have a solid background in mergers and acquisitions, bank and lender management, and financial guidance at all levels.



### **Internal Audit & Risk Advisory**

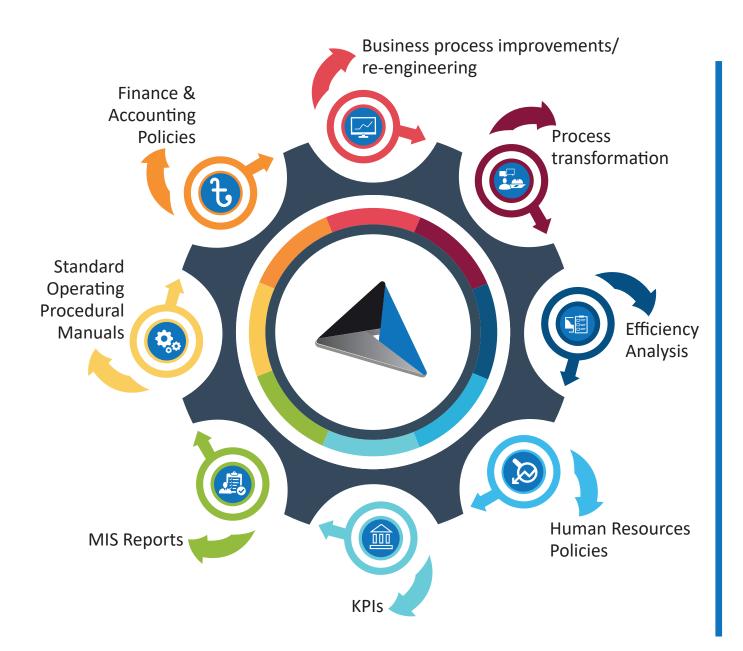
At S Javed, our approach is to deliver an internal audit that is risk-based, industry specific, and customized to your company's operational size and structure. We focus on first understanding the business and risks involved, and concentrate our efforts to where they matter the most. Our risk advisory consultants have multi industry exposure and specialized skill sets. They focus on creating sound internal controls, while remaining committed to achieving tangible results and continuous improvements.

### **Our Services**

- Surprise Audit
- Internal Audit outsourcing / co- sourcing
- Continuous Monitoring & Compliance Audits
- Information Technology Audits
- Agreed upon procedure Audits
- Quality assurance review
- Operational Audit
- Work-flow Audit
- Forensic Audits
- Fraud Investigation



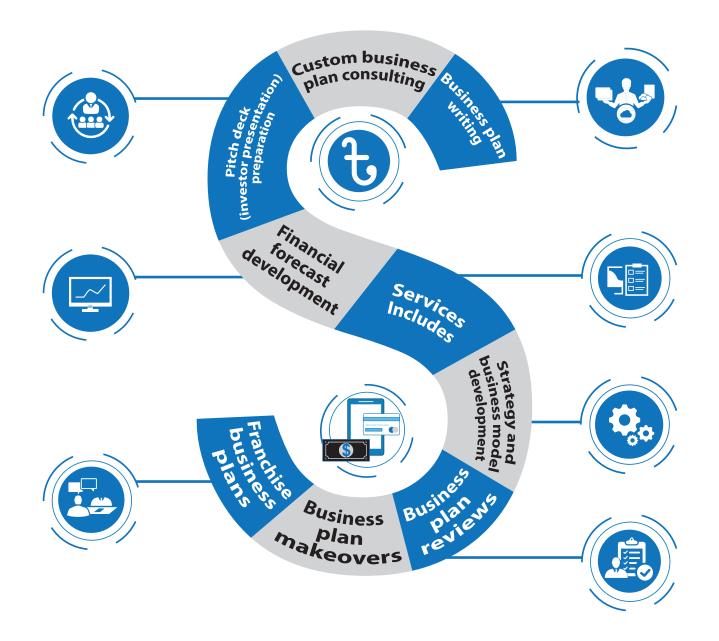
### **Business Process Consulting**



Our advisory services team that specializes in process related consulting, can diagnose, define and streamline your business process across your organization, be it in operations, finance or HR. Our consultants specialize in process mapping, and writing operational manuals, as well as process analysis, process redesign and subsequently process standardization. We also work with process owners, to figure out areas to improve operational efficiency. Our approach is not just to focus on what our clients want, but to understand what our clients really need.

### **Business Plans**

Our advisory services team specializes in preparing professional business plans for a wide variety of industries and businesses. Our business plans are widely accepted by free zones, government institutions, malls, funding institutions, microfinance company, NGOs and others. Whether you want to raise capital, secure a loan or pitch to an investor, S Javed can assist you in your efforts to prepare a business plan and financial model.



### **Market Research & Feasibility Studies**



S Javed advisory services team specializes in conducting feasibility studies through primary market research, both qualitative and quantitative. Our team uses various tools ranging from surveys, focus groups,

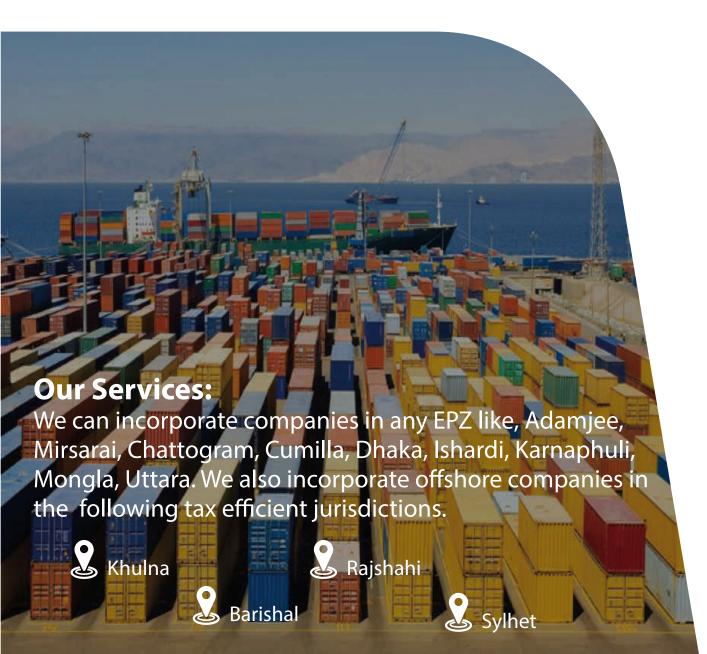
questionnaires, interviews etc. to undertake elaborate market studies. We can help you find and guide your most important strategic business decisions and collate, analyze and infer findings

### **Financial & Commercial Due Diligence Process**



We undertake independent buy-side due diligence both on the financial front, as well as commercial/market front. Our pre-deal evaluations cover an initial assessment of the financial/ market position of potential acquisition /merger targets. With respect to financial due diligence, we use ou financial analysis skills to assess key issues facing the target business b analyzing the drivers of its historic and projected profits and cash flow Our commercial due diligence studies incorporate elements like the target company's market potential, grow and revenue potential, competitive landscape and positioning and other strategic factors. Our independen and focused approach typically challenges organizations to identif upside potential and mitigate risk

### **Business Set-up Consultancy**

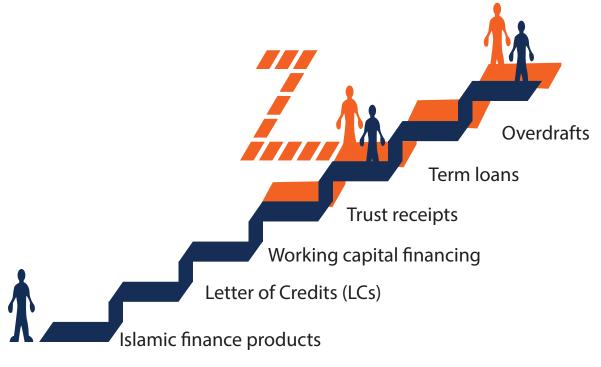


S Javed specializes in providing a hassle-free company incorporation experience in Bangladesh whether it be in the free zones, offshore companies or other business organizations such as Limited Companies, Joint Ventures, Branches & Representative Offices of Foreign Entities, Civil Partnerships, Sole Proprietorships or Professional Services Firms. We can also go beyond the licensing process to support you with areas like visa processing, selecting suitable office space, location analysis, risk mitigation, company structuring, etc.

### **Raising Bank Finance**

Being trusted advisors of our clients, we have learnt to deal with banks effectively, and focus on obtaining bank financing with the best possible terms and conditions for our clients. We are networked with the right senior level resources in order to ensure that our client's applications get the attention they deserve. We understand how to present strengths, mitigate weaknesses, structure discussions, and negotiate terms with multiple banks. Our advice and work here includes: restructuring of balance sheets if required, preparation of information memoranda for banks, structuring appropriate financing s tructures, identifying the right type of bank and managing the process of securing credit facilities. S Javed has advised many growth companies with obtaining appropriate credit facilities from banks and other financial institution.





**Our Sevices** 

### **Software Consultancy**

Businesses are increasingly looking for integrated solutions that are tailored to their specific needs. We conduct system study to find out the specific requirements of our clients and recommend the accounting/audit software solutions most appropriate to the clients needs. Before we recommend a product, we will analyze your requirements, make sure that we understand your business and suggest you the package assuring you to get the right solution for your business. We can also assist and execute implementation of accounting software like Tally, Peach Tree, and Quick Books etc.





## **Contact US**

Unit #3B, House # 1, Road # 2/B, Pallabi, Section # 11.5, Mirpur, Dhaka-1216, Bangladesh

(O) +88 09638 582 527

(M) +88 01729 070 155

(E) javed@sjaved.com

(W) www.sjaved.com