



AMC

Arete MANAGEMENT CONSULTING (AMC)

Cost and Management Accountants

Tax, Financial, Corporate, and Management Consultants

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INTRODUCTION

Arete Management Consulting (AMC) is a financial consulting firm, duly licensed to Practice in Pakistan by the Institute of Cost and Management Accountants of Pakistan (ICMA Pakistan). ICMA Pakistan is the statutory body of Management Accountants established under Act of Government of Pakistan (Cost and Management Accountants Act 1966). AMC provides services in the field of Cost Audit, Financial Audit, Tax Management, Financial Management, and Corporate Advisory. We, being professional consulting firm, backed with seasoned professional qualified cost and management accountants, internal auditors and IT system auditors feel our role to assist our clients to manage their financial, IT, tax and corporate matters to let you concentrate on your business for growth and ultimate success. We share our knowledge and expertise to minimize your costs, remove inefficiencies and enhance profitability to reach the goals you set for your business.

AMC is a well reputed Financial Management Consultancy Firm. Our reputation lies in building lasting relationships with our clients and a focus on delivering value in all we do. AMC focuses on audit and assurance, tax and advisory services, Business Feasibility, additionally, AMC concentrates on industry specific solutions including - but not limited to - Business Process Outsourcing, Business Process Re-Engineering, Financial Management, Internal Control System Development, Human Resource Management and other advisory services. AMC is led by 2 Partners and a winning team of qualified professionals from Accounting, Business Management, and Information Technology. AMC being management consultants apply a multi-disciplinary approach to analyze and address all aspects of client issues and provide practical and meaningful solutions to the commercial needs of our clients.

Mr. Sajjad Ahmad, a Managing partner at AMC has over 26 years of professional experience in financial management, Policies & Procedures, Cost management, audit, corporate and tax laws. He remained part of ICMAP and PIFA Board, Technical advisor of International Federation of Accountant (IFAC) USA , Chairman of Public Accounts Committee South Asian Federation of Accountants (SAFA) , CMA foundation and audit committee of ICMAP. He is FCMA, MBA, ACCA (F), FPA, ACIS, DTM (USA).

Mr. Imran ul Haq, Senior Partner at AMC, is a fellow member of ICMA Pakistan. He remained the President of CPD committee of Islamabad Branch council ICMA Pakistan during 2012-2014. He also severed as President ICMAP Toastmaster Club. He is also serving voluntarily on various boards of universities and professional institutes. He has over about 19 years of relevant experience. He has been in professional practice since 1997. He is FCMA, EMBA (LUMS), EMBA (NUST).

Our team of consultants and support staff are qualified and experienced to deliver top quality services to our valued clients.

Over the years, our satisfied clients have been a source of satisfaction for us.

Services Offered

1. Corporate Compliance:

Every company is required to file annual corporate returns every year with Securities and Exchange Commission of Pakistan (SECP). Further, other documents such as appointment of Chief Executive, Auditors etc. are also required to be filed with SECP as and when required. AMC will take care of the Corporate Compliance

2. All types of Feasibility for the business/Loans/ Loans to support employees' wages as per Government Scheme etc. (Specially SME)

Presently we are working with different bank to support their clients, Specially SME and loan for employees as per special incentive of Government of Pakistan.

- We also prepare feasibilities
 - For start ups
 - Enhancement of existing business

3. Annual Income Tax Returns:

After close of every year, every company and its directors are required to furnish a return of income tax with Federal Board of Revenue (FBR) for company and its directors. AMC will file annual tax returns of the company and its directors.

4. Withholding Tax Statements:

Under the Income Tax Ordinance 2001, all companies are required to withhold and deposit income tax on certain transactions including:

- Payments for Salaries
- Payments to vendors for supplies,
- Payments to vendors for services and contracts

Separate withholding tax statements in respect of salaries, supplies and services are required to be filed every month with Federal Board of Revenue. AMC will file these statements on behalf of your organization.

5. Sales Tax Statements:

Preparation of submission of Sales Tax required under the law. Separate withholding tax statements in respect of supplies and services are required to be filed every month with Federal Board of Revenue. AMC will file these statements on behalf of your organization.

6. Financial Audit:

Every company is required under law to get its accounts audited by a qualified auditor. AMC will annually audit the financial statements and issue audit report.

7. Maintenance of Accounts

AMC team will prepare accounts for your organization in your accounting system and provide monthly financial statements.

For this purpose, you need to prepare only basic documents such as vouchers etc.

8. Cost Management

- We analyze cost, review and recommend optimal cost structure and costing system to manage the cost effectively
 - i. Cost Audit
 - ii. Implementation of /costing System
 - iii. Risk analysis

9. HR system Designing and Implementation

- Provide Framework for designing and implementation of HR systems in various Kind of organizations even though with limited resources organization can run effectively

10. Training and Development

- To utilize human resource in best optimal manner by enhancing employees' capabilities and performance

11. Business Strategy and Planning

- Preparing Business Strategies
- Making Implementation plans
- Perform Turnaround Management

12. Marketing Strategies including Digital Media

- Analyse Current Marketing Strategies through Marketing Models for Example Portal Five Forces
- Digital Marketing
- Implementation of Marketing Plans

OTHER SERVICES OF AMC

AMC can also assist you in the following areas:

- Implementation of Accounting System
- Outsourcing of Payroll Services
- Registration with Chamber of Commerce and Industry
- IPO (Trademark, Patent, Trade name etc.) Registration
- Tax Exemptions, Appeals, Refund Cases
- Internal Audit
- Integrated Reporting
- Registration with Board of Investment and renewals
- Matters relevant to State Bank of Pakistan for funds transfer etc.
- Business Analysis and Reporting

- Business Planning and Feasibilities
- Management Consulting
- Contracts Vetting
- Cost Analysis and optimization
- Winding-up
- Shares change and transfers

List of Major Clients

1. Concrete solutions (Pvt) limited (Grace Land Housing Society)
2. Travel Explorer (Pvt) Limited
3. Haris Securities (Pvt) Limited
4. GSE Foundation
5. Soft End (Pvt) Limited
6. Ali Zafar travels and Tours (Pvt) Limited
7. Iner Z (Pvt) Limited
8. Qwatt (Pvt) Limited
9. Harris Enterprises Employees Provident Fund
10. AASCO Engineering (Pvt) Limited
11. Five Communications (Pvt) Limited
12. Hamza Abdullah Travels and Tours (Pvt) Limited
13. Islamabad Rehab Caring Center
14. Atif Foods (Pvt) Limited
15. Bin Khalid Engineering (Pvt) Limited
16. Spirus journey Management Solutions (Pvt) Limited
17. Tecwork (Pvt) Limited and so on
18. Askari Banks
19. Bank Islami
20. MCB Islamic

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