**Due Diligence Services**

**Ensure Smart, Secure & Informed Business Decisions**

In today’s dynamic business environment, making informed decisions is not just important—it’s essential. Whether you're investing in a company, entering a joint venture, acquiring a business, or looking to comply with regulatory requirements, **Due Diligence** is your shield against hidden risks. As a trusted Company Secretary (CS) service provider, we offer in-depth **Due Diligence Services** to ensure your transactions are **legally compliant, financially sound, and risk-mitigated**.

We help you gain a clear picture of the company’s operations, legal standing, financial health, and potential liabilities—so you can act with confidence.

**Types of Due Diligence We Offer**

1. **Legal Due Diligence**
   * Verification of company records, contracts, compliance history, and legal liabilities.
   * Review of MoA, AoA, litigations, licenses, approvals, etc.
2. **Financial Due Diligence**
   * Analysis of financial statements, tax records, debt, and financial obligations.
   * Ensures accuracy and transparency of financial data.
3. **Secretarial Due Diligence**
   * Review of board minutes, ROC filings, statutory registers, and corporate governance practices.
   * Ensures compliance with Companies Act and SEBI regulations.
4. **Operational Due Diligence**
   * Examination of business operations, management structure, and internal controls.
5. **Tax Due Diligence**
   * Assessment of tax liabilities, GST compliance, tax litigations, and risks.
6. **Compliance Due Diligence**
   * Ensures the company adheres to applicable laws, rules, and regulations.
7. **Vendor Due Diligence**
   * Conducted by the selling party to present transparent and accurate data to potential buyers or investors.

**Levels of Due Diligence**

1. **Basic Due Diligence**
   * A preliminary check for low-value or low-risk transactions.
2. **Comprehensive Due Diligence**
   * A detailed, multi-departmental investigation involving legal, financial, and operational scrutiny.
3. **Event-Based Due Diligence**
   * For specific events like mergers, acquisitions, investments, or IPOs.
4. **Periodic/Annual Due Diligence**
   * To ensure regular compliance and risk assessment, especially for listed or regulated companies.

**🔍 Scope of Due Diligence Services**

We ensure a **360-degree review** covering all essential business aspects:

✅ Company Incorporation & History

✅ Shareholding Structure & Capital Verification

✅ Statutory Registers & ROC Filings

✅ Directors & KMP Background Checks

✅ Loan Agreements & Related Party Transactions

✅ Intellectual Property Rights (IPR) Ownership

✅ Ongoing and Pending Litigations

✅ Employee & HR Compliance

✅ Environmental and Industry-Specific Regulations

**📂 Documents We Review (Indicative List)**

* Certificate of Incorporation
* Memorandum & Articles of Association
* Financial Statements & Audit Reports
* Income Tax Returns & GST Filings
* Statutory Registers & Board Meeting Minutes
* Agreements, Contracts & MOUs
* Licenses, Approvals & Permits
* Employee Records & PF/ESIC Compliance
* Litigation & Legal Notices

**📈 Benefits to Clients**

🛡️ **Risk Mitigation:** Identify legal, regulatory, and financial risks early

🔍 **Transparency:** Complete insight before transactions or partnerships

💼 **Better Negotiation:** Leverage findings to negotiate better terms

✅ **Regulatory Compliance:** Avoid penalties due to non-compliance

🔄 **Smooth Transactions:** Streamlined mergers, investments, or restructuring

🏆 **Investor Confidence:** Enhances credibility for fundraising or IPO

**⏱️ Turnaround Time**

* Varies based on the scope and complexity of the assignment
* **Basic Due Diligence**: 3–5 working days
* **Comprehensive Due Diligence**: 7–15 working days

(Expedited services available on request)

**🛠️ Tools & Methodologies Used**

* Document verification & checklist-based review
* ROC, MCA21, GST, Income Tax & EPFO portal checks
* Red-Flag Reporting & Risk Grading
* Client-specific reporting formats & summary sheets

**📃 Reporting Format**

We provide you with a **detailed due diligence report** that includes:

* Executive Summary
* Compliance Checklist
* Risk Grading & Observations
* Legal Opinion / Advisory Notes
* Suggested Action Points
* Annexures with supporting data

**🌐 Industries We Serve**

* Startups & MSMEs
* Manufacturing & Trading Companies
* Fintech & NBFCs
* Real Estate & Infrastructure
* IT & E-commerce
* NGOs & Section 8 Companies

**🤝 Our Role as Your CS Partner**

As a **qualified Company Secretary**, we act as a professional investigator, advisor, and compliance partner—ensuring your business decisions are grounded in **legal certainty, strategic clarity, and regulatory assurance**.

**Why Choose Us?**

* ✅ Expertise in Company Law, SEBI, FEMA & Listing Regulations
* ✅ Confidential & Objective Analysis
* ✅ Customized Reports with Clear Risk Indicators
* ✅ End-to-End Support – From Documentation to Advisory
* ✅ Trusted by Startups, SMEs & Corporates

**When Should You Consider Due Diligence?**

* Planning to **invest or acquire** a company
* Before entering into **strategic partnerships**
* Prior to **listing** on a stock exchange
* To **identify hidden liabilities** or compliance gaps
* During **internal audits** or restructuring
* For **vendor assessment** or pre-IPO readiness

**Let’s Make Your Next Move Risk-Free :** Don't leave critical business decisions to chance. Our **Due Diligence Services** are designed to protect your interests, uncover potential issues, and help you negotiate with clarity and confidence.