

Since 1994

PROFILE OF RAHMAN ANIS & CO. Chartered Accountants

IMPORTANT ENLISTMENT:

✓ **PMO Office:**

Enlisted with Prime Minister's Office, Government of Peoples Republic of Bangladesh

✓ **FRC:**

Serial No. # **CAF-001-004**, Year: 2024-2025

✓ **NGO Affairs Bureau:**

Serial No. **123** date 24.12.2023.

✓ **Micro Credit Regulatory Authority (MRA):**

Serial No. **315** date 28.08.2022

<u>Principal Office</u> Rahman Anis & Co. Chartered Accountants Azad Center, Suit # 13/A-1, 55 Purana Paltan, Floor-13, Dhaka-1000, Bangladesh. Phone: 88-02-223382597, Mobile: 01758281683, 01715473637 E-mail: info@rahmananis.com, ca_rac@yahoo.com Web: www.rahmananis.com	<u>Branch Office</u> Rahman Anis & Co. Chartered Accountants EDB Trade Center (14th Floor) 93, Kazi Nazrul Islam Avenue Kawran Bazar, Dhaka-1215, Bangladesh. Mobile: 01722690128, 01712797042, 01711704808 Email: info@rahmananis.com, ramenzac@gmail.com, mzrsaca@yahoo.com, wahid17apu@gmail.com, Web: www.rahmananis.com
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ABOUT US

Rahman Anis & Co. (RAC) is a chartered Accountants **partnership firm** having **05** (Five) Partners established in **1994** and has a team of over 60 professional and support staffs and is one of the top reputed professional firms offering accounting, auditing, taxation, VAT, secretarial services, consulting and other specialist services in Bangladesh. The firm is led by Ramendra Nath Kar, FCA who is a managing partner and has a wide range of experiences in all the matters now dealt in.

The firm has concentrated on maintaining a high standard of professional competence and services and attracted many reputed and multinational companies as clients. In addition to audit, tax and VAT, consulting and specialist services, the firm offers for acting advisors in setting up companies to supervising all the related matters and share allocations.

The firm's clientele comprises several prominent local and foreign organizations and its broad; client base covers a variety of national and multinational organizations in the sector of industries, Banks, non-bank financial Institution, real estate, trading and services, Govt. organization/corporation, NGOs, buying house, Liaison and branch offices etc.

The firm has a continuous in-house training facilities having almost all the references, books, rules and regulations in the related fields. The partners have also a wide range of experiences, reputation and well connection. RAC helps solving the clients' issues by applying best practice solutions across all divisions.

Our Vision:

To uphold the reputation and recognition as one of the best professional service providers in this region.

Our Mission:

To excel our relentless efforts for the steady growth of our clients.

To keep pace with global growth and development in technology and professionalism with high ethical standard.

Our Shared Beliefs:

Outstanding value to clients

Commitment and integrity to each other

Our Strengths:

➤ Organizational

- ❖ Vast experience and high-level competence of about 30 years
- ❖ Average experience of 25 years of the professionals
- ❖ Professional commitment

➤ Operational

- ❖ Understanding client's needs and expectations
- ❖ Direct supervision by partners
- ❖ Extensive training and development programs
- ❖ Customized approach to each task
- ❖ Complete understanding of national, regional and international legal and professional requirements
- ❖ Understanding International Standards

FIRM AT A GLANCE

Sl. No.	Particulars	
1.	Name of the Firm	Rahman Anis & Co., Chartered Accountants (Partnership Firm)
2.	Address of the Firm	<p><u>Principal Office</u> Azad Center, Suit # 13/A-1, 55 Purana Paltan, Floor-13, Dhaka-1000, Bangladesh. Phone: 88-02-223382597, Mobile: 01758281683, 01715473637 E-mail: info@rahmananis.com, ca_rac@yahoo.com Web: www.rahmananis.com</p> <p><u>Branch Office</u> EDB Trade Center (14th Floor) 93, Kazi Nazrul Islam Avenue Kawran Bazar, Dhaka-1215, Bangladesh. Mobile: 01722690128, 01712797042, 01711704808 Email: info@rahmananis.com, ramenzac@gmail.com, mzrsaca@yahoo.com, wahid17apu@gmail.com, Web: www.rahmananis.com</p>
3	Date of Establishment of the Firm	Proprietorship: August 14, 1994 Partnership: July 01, 2013
4	Age of the Firm (Experience)	30 years
5	No. of Partners	5 Partners
6	Manpower of the Firm	59
7	Major Works done	8000 Clients (approx.)
8	Phone	+88-02-223382597, 01722690128
9	E-mail	info@rahmananis.com
10	Rahman Anis & Co. has been using 3 (Three) Cars (Sedan) : X-Corolla Car-Model Dhaka-Metro Kha-14-0339, Toyota-Yaris Dhaka-Metro Kha-12-8361, Toyota Allion Dhaka-Metro Ga-32-9080.	03
11	Office Space (Sft.)	650+1600=2250

BRIEF PROFILE OF THE PARTNERS

	<p>Mollah Hafizul Haq FCA (336), Senior Partner of Rahman Anis & Co. Chartered Accountants qualified as Chartered Accountant from The Institute of Chartered Accountants of Bangladesh (ICAB) in 1981. Mollah Hafizul Haq, FCA (336) gathered diversified Knowledge and experience inter alias on Accounting, Taxation, Financial Management, Auditing, Administration, Company Affairs, Feasibility Study, Cost and Management Accounting etc. etc. Mollah Hafizul Haq, FCA started his professional career with a group of young, hardworking, dynamic and committed people, having strong expertise in the line. He has a sound understanding about the present local; as well as; global economic and corporate situations and their trends for the coming century, which leads him to establish a multi-disciplinary service organization.</p>
	<p>Mr. Ramendra Nath Kar FCA (2017), Managing Partner of Rahman Anis & Co. Chartered Accountants qualified as Chartered Accountant from The Institute of Chartered Accountants of Bangladesh (ICAB) in December, 2019. He is also a member of the Institute of Public Accountants (IPA), Australia, Associate member of Certified Practicing Accountants (CPA Australia) and Associate member of the Institute of Financial Accountants (IFA), United Kingdom. As a qualified Chartered Accountant Mr. Ramendra Nath Kar, FCA (2017) has more than 17 years of experience in various organizations, with significant experiences in financial service industry. Apart from that he had been working in top banking industries in Bangladesh where gathered diversified knowledge and experience inter alias on Financial and Corporate Reporting, Taxation & VAT Management, Auditing & Risk Management (Internal Audit, Retail Business Risk (BRM), Operational Risk Management (ORM) etc.), Financial Management, Administration, Company Affairs, Feasibility Study, Commercial Banking, Client Service and Cost & Management Accounting etc. As an academic, he has completed his Master of Business Administration (MBA) in Accounting and Information Systems (AIS) and Master of Professional Finance (MPF) in Finance from the University of Dhaka.</p>
	<p>Md. Zillur Rahman, FCA (1040), Partner of Rahman Anis & Co. Chartered Accountants qualified as Chartered Accountant from The Institute of Chartered Accountants of Bangladesh (ICAB) in 2008. Md. Rahman, gathered diversified Knowledge and experience inter alias on Accounting, Taxation, Financial Management, Auditing, Administration, Company Affairs, Feasibility Study, Cost and Management Accounting etc. etc. He started his professional career with a group of young, hardworking, dynamic and committed people, having strong expertise in the line. He has a sound understanding about the present local; as well as; global economic and corporate situations and their trends for the coming century, which leads him to establish a multi-disciplinary service organization.</p>

	Abu Yusuf, FCA (1477) , Partner of Rahman Anis & Co. Chartered Accountants qualified as Chartered Accountant from The Institute of Chartered Accountants of Bangladesh (ICAB) in 2012. Abu Yusuf, FCA (1477) gathered diversified Knowledge and experience inter alias on Accounting, Taxation, Financial Management, Auditing, Administration, Company Affairs, Feasibility Study, Cost and Management Accounting etc. etc. Abu Yusuf, FCA started his professional career with a group of young, hardworking, dynamic and committed people, having strong expertise in the line. He has a sound understanding about the present local; as well as; global economic and corporate situations and their trends for the coming century, which leads him to establish a multi-disciplinary service organization.
	Md. Wahid Murad, FCA (1117) , Partner of Rahman Anis & Co. Chartered Accountants qualified as Chartered Accountant from The Institute of Chartered Accountants of Bangladesh (ICAB) in 2009. He has more than 17 years of experience in accounting, auditing, income tax and VAT issues, financial consultancy, financial reporting and related consultancy works. He has proven skills and experience in numerous dynamic and progressive organizations where he worked in decision-making role and ran many departments specially Finance and Accounts, Human Resources Management, Company Secretariate, Internal Audit etc. He served in many sectors and contributed a lot in the economy of the country. His vast experience in Real Estate, Insurance, Banking Sector gave him lot confidence in his career.

THE TEAM PROFILE:

The term comprises several consultants, qualified and partly qualified Chartered Accountants, Financial Analysts, Lawyers, IT Experts, Tax Experts and Economists. All the personnel have glorious track records in their respective arena. Our object is to attract and retain efficient people and to provide training and continued educational support to expedite growth and improved performance.

KEY PERSONNEL:

Apart from the Partnership of the firm, the following members constitute the key personnel of our team:

➤ SUMMARY OF MANPOWER OF RAHMAN ANIS & CO.:

Partners	05
Audit Manager (CA Int., Certificate Level)	05
Senior Auditor (CA Course Complete)	19
Auditors (Articled Student)	21
Auditors (Provision period)	02
Administrative & Staff	07
Total	59

1. NO. OF PARTNERS (05):

Name	Position	Enrl./Registraion No.	Qualification
Mr. Mollah Hafizul Haq, FCA	Senior Partner	336	B. Com , FCA
Mr. Ramendra Nath Kar, FCA	Managing Partner	2017	MBA, MPF, FCA
Mr. Md. Zillur Rahman, FCA	Partner	1040	MBA, FCA
Mr. Abu Yusuf, FCA	Partner	1477	M. Com , FCA
Mr. Md. Wahid Murad, FCA	Partner	1117	MBA, FCA

2. NO. OF AUDIT MANAGER (05):

Mr. Emdaduzzaman	Audit Manager	94/1973	10.07.1973
Mr. Shamiur Rahaman	Audit Manager	5336/94	17.08.1994
Mr. Nazmul Hossain	Audit Manager	8357/99	15.02.1999
Mr. Mohammad Mostafa Kamal	Audit Manager	20607/12	25.02.2012
Mr. Tariqul Islam	Audit Manager	30048/18	01.10.2018

3. NO. OF SENIOR AUDITORS (19):

Ms. Ivy Rahman	Senior Auditor	15525/08	14.02.2008
Sk. Md. Anat Hossain	Senior Auditor	19123/11	01.02.2011
Mr. Md. Rezaul Islam Rubel	Senior Auditor	21650/12	15.09.2012
Mr. Didar Ahmed Khan Anik	Senior Auditor	24710/14	01.10.2014
Kazi Tanzim Nasim	Audit Manager	26126/15	30.06.2015
Mr. Parvej Khan	Senior Auditor	26700/16	01.02.2016
Mr. Md. Khairul Islam	Senior Auditor	27068/16	30.04.2016
Mr. Syful Islam	Senior Auditor	27903/17	01.01.2017
Mr. Md. Mihat Sanyamat	Senior Auditor	28066/17	16.03.2017
Mr. Abu Hasan Md. Soroer	Senior Auditor	28633/17	14.09.2017
Mr. Md. Imran Khan Chowdhury	Senior Auditor	31775/19	03.12.2019
Mr. Mahin Shah	Senior Auditor	30810/19	14.03.2019
Mr. Muhammad Sabbir Hossain Bhuiyan	Senior Auditor	32155/20	15.02.2020
M M Zihad Wayez Parag	Senior Auditor	32388/20	07.07.2020
S. M. Mansibul Rahman	Senior Auditor	32721/20	29.09.2020
Mr. Asraful Alom	Senior Auditor	32912/20	01.10.2020
Ms. Munia Akter Popy	Senior Auditor	32913/20	05.10.2020
Mr. Nazim Hossain	Senior Auditor	33070/20	15.11.2020
Mr. Anik Saha Tonmoy	Audit Manager	33709/21	03.05.2021

4. NO. OF ARTICLE AND PROVISION STUDENTS (25):

Name of Articled Students	Designation	Reg. No./ Year	Date of Registration	Qualification
Mr. Md. Shakawat Hossain	Auditor	32903/20	01.10.2020	HSC
Ms. Moly Akter	Auditor	33578/21	02.05.2021	HSC
Md. Shaiful Islam	Auditor	34148/21	30.10.2021	BBA
Mr. Bijon Sarker	Auditor	34174/21	15.12.2021	BBA
Mr. Tanvir Ahmed Siddeke	Auditor	34313/22	12.11.2021	MBA
Mr. Rashadul Quddes	Auditor	34959/22	01.06.2022	BSS
Mr. Md. Taief Hosain Sikder	Auditor	35407/22	15.09.2022	HSC
Mr. Saiful Islam	Auditor	36015/22	12.12.2022	BBA
Mr. Md. Arafat Ullah Bhuiyan	Auditor	36300/23	05.01.2023	BBA
Mr. Partho Protim Sarker	Auditor	36302/23	01.01.2023	BBA
Mr. Fardous Jahan	Auditor	36568/23	01.02.2023	BBA
Mr. Sohan Hossain	Auditor	36531/23	01.03.2023	MBA (Ongoing)
Mr. Nur Muhammod	Auditor	36642/23	30.03.2023	MBA
Mr. Md. Shazzad Hossain	Auditor	37471/23	13.08.2023	BBA
Mr. A.K.M Ahasunuddin	Auditor	37523/23	09.10.2023	BBA
Mr. Ahnaf Bin Mizan	Auditor	37795/23	29.09.2023	HSC
Mr. Md. Shahadat Hossain	Auditor	38125/24	06.02.2024	BBA
Mr. Md. Naimul Islam Shanto	Auditor	38134/24	07.02.2024	HSC
Mr. Md. Jahid Hassan	Auditor	38133/24	07.02.2024	HSC
Ms. Rumana Mahjabeen	Auditor	38402/24	10.03.2024	MBA
Mr. Tareq Al Aziz	Auditor	38104/24	01.03.2024	MBA
Mr. Sajid Ekram	Auditor	38884/24	26.05.2024	BBA
Mr. Jaif Hasan Rimon	Auditor	39525/24	22.08.2024	HSC
Md. Ahiquir Rahman	Auditor	39581/24	29.08.2024	MBA
Ms. Israt Jahan	Auditor	Applied		MBA

5. ADMINISTRATIVE & OFFICE STAFF (07):

Name	Designation	Qualification
Md. Monwer Hossain	Consultant (Information Technology)	B. Sc (EEE)
Md. Enamul Haque	Publication Manager	B. Com
Md. Fakrul Islam	Accountant	M.Com
Enamul Kabir	Computer Operator	MBS
Md. Mahiuddin	Office Assistant	HSC
Md. Rubel	Driver	SSC
Md. Emon	Office Assistant	SSC

ASSOCIATE CONSULTANTS:

To ensure one-stop services with higher degree of professional expertise, RAC has strong tied up with several professional consulting firms of different sectors in Business Development Services (BDS).

Being the Partners of Rahman Anis & Co. successfully conducted the audit of:

MINISTRY OF LGRD:

❖ **UNION PARISHAD:**

- Rahman Anis & Co. as a Member of Rahman Kashem & Co. Consortium, Chartered Accountants successfully performed the audit of Union Parishads under Package no. 09 for the financial year 2018-2019 to 2021-2022.
- Rahman Anis & Co. as a Member of Rahman Kashem & Co. Consortium, Chartered Accountants successfully performed the audit of Union Parishads under Package no. 27 for the financial year 2016-2017 & 2017-2018.
- Rahman Anis & Co. as a Member of Rahman Kashem & Co. Consortium, Chartered Accountants successfully performed the audit of Union Parishads under Package no. 62 Ministry of LGRD for the financial year 2012-2013, 2013-2014, 2014-2015 & 2015-2016.
- Rahman Anis & Co. as a Member of Rahman Kashem & Co. Consortium, Chartered Accountants successfully performed the audit of Union Parishads under package no. S-32, S-2517, S-2417 for the financial years 2010-2011 & 2011-2012, 2009-2010 and 2008-2009 respectively.
- Rahman Anis & Co. as a Member of Saha Mazumder & Co. Consortium, Chartered Accountants successfully performed the audit of Union Parishads under package no. S-2517, S-2410, S-2310 & S-2219 for the financial years 2009-2010, 2008-2009, 2007-2008 and 2006-2007 respectively.
- Rahman Anis & Co. as a Member of Masih Muhith & Co. Consortium, Chartered Accountants successfully performed the audit of Union Parishads under package no. S-3.3.6 for the financial year 2005-2006.

❖ **MINISTRY OF AGRICULTURE:**

- Rahman Anis & Co. conducted the assignment of Post Audit of Subsidy paid and payable on imported Fertilizer (TSP, DAP & MOP) for the financial years 2018-2019, 2016-2017, 2015-2016, 2009-2010, 2007-2008, 2006-2007, 2005-2006 and 2004-2005 as a Member of Rahman Kashem & Co. Consortium, Chartered Accountants & M. A. Fazal & Co. Consortium, Chartered Accountants under Ministry of Agriculture, Govt. of Bangladesh.
- Rahman Anis & Co. conducted the assignment of Pre-Audit on Subsidy Payable to the importers on imported Fertilizer (TSP, DAP & MOP) for the financial years 2020-2021, 2015-2016, 2014-2015, 2012-2013, 2009-2010, 2008-2009, 2006-2007 and 2005-2006 as a Member of Rahman Kashem & Co. Consortium, Chartered Accountants M. A. Fazal & Co. Consortium, Chartered Accountants under Ministry of Agriculture, Govt. of Bangladesh.
- Rahman Anis & Co. conducted the assignment of Pre-Audit on Subsidy Payable to the importers on imported Fertilizer (TSP, DAP & MOP) for the financial year 2007-2008 as an Individual Firm.

❖ **BANGLADESH RURAL ELECTRIFICATION BOARD (BREB):**

- Rahman Anis & Co., has completed the Accounts Audit of Gopalganj Palli Bidhyut Samity for the year 2021-2022, Sirajganj Palli Bidhyut Samity-1 for the year 2019-2020, Bogura Palli Bidhyut Samity-1 for the year 2018-2019, Dhaka Palli Bidhyut Samity-2 for the year 2017-2018, Gopalganj Palli Bidhyut Samity for the year 2014-2015, Madaripur Palli Bidhyut Samity for the year 2012-2013, Kurigram Palli Bidhyut Samity for the year 2011-2012, Jessore Palli Bidhyut Samity-2 for the year 2009-2010, Natore Palli Bidhyut Samity-1 for the year 2008-2009, Jhalokathi Palli Bidhyut Samity for the year 2007-2008, Mymensingh Palli Bidhyut Samity-1 for the year 2006-2007, Rangpur Palli Bidhyut Samity-2 for the year 2004-2005, Khulna Palli Bidhyut Samity for the year 2003-2004 under Bangladesh Rural Electrification Board (BREB).

❖ **BANGLADESH POWER DEVELOPMENT BOARD (BPDB):**

- Rahman Anis & Co., has completed the Accounts Audit of Regional Accounting Office (RAO), Noakhali for the year 2021-2022, Regional Accounting Office (RAO), Cumilla for the year 2020-2021 & 2021-2022, Regional Accounting Office (RAO), Chittagong & Dhaka for the year 2014-2015 to 2016-2017, Regional Accounting Office (RAO), Sylhet for the year 2010-2011, Regional Accounting Office (RAO), Sylhet for the year 2009-2010, Regional Accounting Office (RAO), Mymensingh for the year 2008-2009 and Regional Accounting Office (RAO), Barisal for the year 2004-2005 and Regional Accounting Office (RAO), Ishwardi for the year 2002-2003 under Bangladesh Power Development Board (BPDB).
- Rahman Anis & Co., has completed the Consumer Audit of Shakhipur & Jhinaigati Electric Supply Unit for the year 2010-2011, Jamalpur Electric Supply Unit & Sharishabari Electric Supply Unit, Circle: Tangail, for the year 2009-2010, Bogura & Barishal Electric Supply Unit for the year 2007-2008 & 2008-2009, Rajshahi, Shibganj (Raj) & Gazipur Electric Supply Unit & Dhaka for the year 2005-2006 & 2006-2007, Jessore Electric Supply Unit for the year 2004-2005, Mymensingh & Tongi Electric Supply Unit for the year 2003-2004 & 2004-2005 & B. Baria Electric Supply Unit for the year 2002-2003 & 2003-2004, Godagari, Shibpur Electric Supply Unit for the year 1999-2000 & 2001-2002 and Bogura Electric Supply Unit for the year 1998-1999 under Bangladesh Power Development Board.
- Rahman Anis & Co., has completed of Identification, Verification and Valuation & Recording of Fixed Assets of Dinajpur for the year 2000-2001 as a member of M/s. Khaleq & Co. Consortium.

❖ **BANGLADESH AGRICULTURE DEVELOPMENT CORPORATION (BADC):**

Successfully conducted the Post-Audit of Bangladesh Agriculture Development Corporation (BADC) for the financial year 2018-2019 to 2020-2021 & Pre Audit for the year 2018-2019 to 2023-2024.

❖ **BANGLADESH POLICE:**

- Rahman Anis & Co. has completed the Accounts Audit of Bangladesh Police Kallayan Trust, Dhaka for the year 2018, 2019, 2020 & 2021, Bangladesh Police Kallayan Trust, Family Sahayota Trust of Officers/Staff dead on duty for the year 2018-2019, 2019-2020 & 2020-2021 and Security Project of Bangladesh Police Employees Family & Rajarbagh Police Hospital Kallayan Trust for the year 2018, 2019 & 2020.

❖ **BANGLADESH TEXTILE MILLS CORPORATION (BTMC):**

- Rahman Anis & Co. has completed the Accounts Audit of Bangladesh Textile Mills Corporation (BTMC) for the year 2016-2017 to 2018-2019, R. R. Textile Mills Ltd. for the year 2007-2008 to 2012-2013, Valika Woollen Mills Limited for the year 2004-2005 and

Rajshahi Textile Mills for the year 2000-2001 under Bangladesh Textile Mills Corporation (BTMC).

❖ **BANGLADESH FREEDOM FIGHTER WELFARE TRUST (BFFWT):**

- Rahman Anis & Co. has completed the Accounts Audit of Bangladesh Freedom Fighter Welfare Trust (BFFWT), Head Office for the year 2016-2017 to 2018-2019, Model Engineering Works for the year 2015-2016 & 2014-2015, Purnima Filling & Service Station. for the year 2011-2012 & 2010-2011, Tabani Beverage Company Ltd. for the year 2009-2010, 2008-2009 & 2002-2004 and MIMI Chocolate Ltd. for the year 1999 to 2002 under Bangladesh Freedom Fighter Welfare Trust (BFFWT).

❖ **BANGLADESH JUTE MILLS CORPORATION (BJMC):**

- Rahman Anis & Co. has completed Accounts Audit of Bangladesh Jute Mills Corporation (BJMC). Head Office for the year 2016-2017 & 2004 to 2006.
- Rahman Anis & Co. has completed Provident Fund Audit of Bangladesh Jute Mills Corporation (BJMC), Head Office for the year 2015-2016, 2009-2010 to 2011-2012.

❖ **JUTE MILLS:**

- Rahman Anis & Co. has completed the Accounts Audit of Star Jute Mills Ltd. for the year 2016-2017, Amin Jute Mills Ltd. & Amin Old Field Ltd. for the year 2014-2015, 2011-2012 & 2010-2011, Hafiz Jute Mills Ltd. for the year 2014-2015, 2012-2013 & 2011-2012, Karim Jute Mills Ltd. for the year 2014-2015, 2015-2016 & 2008-2009, Latif Bawani Jute Mills Ltd. for the year 2013-2014, 2003-2004, 1994-1998, The Crescent Jute Mills Ltd. for the year 2012-2013, 2011-2012 & 2010-2011, *U.M.C Jute Mills Ltd.* for the year 2007-2008 & 2006-2007 under Bangladesh Jute Mills Corporation (BJMC).
- Rahman Anis & Co. has completed the Provident Fund of Carpeting Jute Mills Ltd. for the year 2008-2009, 2006-2007, 2000-2004, Hafiz Jute Mills Ltd. for the year 2012-2013, 2011-2012 & 2010-2011, Karim Jute Mills Ltd. for the year 2008-2009, 2006-2007, 1994-1998, Munawar Jute Mills Ltd. for the year 2008-2009 to 2011-2012 & 1994-1997 under Bangladesh Jute Mills Corporation (BJMC).
- Rahman Anis & Co. has completed the Accounts Audit of Co-Operative Jute Mills Ltd. for the year 2015-2016, 2014-2015, 2013-2014, 2012-2013, 2011-2012 & 1994-2007.

❖ **BANGLADESH CHEMICAL INDUSTRIES CORPORATION (BCIC):**

- Rahman Anis & Co. has completed Accounts Audit of Training Institute for Chemical Industries (TICI) for the year 2011-2012, Chhatak Cement Co. Ltd. for the year 2006-2007 & 2007-2008 and Dhaka Leather Co. Ltd. for the year 2006-2007 & Uzala Match Factory Ltd. for the year 2002-2004 under Bangladesh Chemical Industries Corporation (BCIC).

❖ **BANGLADESH FOOD & SUGAR INDUSTRIES CORPORATION (BFSIC):**

- Rahman Anis & Co. has completed the Accounts Audit of Bangladesh Food & Sugar Industries Corporation (BFSIC) (H.O) for the year 2012-2013 & 2011-2012 Faridpur Sugar Mills Ltd. for the year from 2006-2007 and 2008-2009 to 2012-2013, Natore Sugar Mills Ltd. for the year 2006-2007 to 2010-2011 and 1997 to 2004, Rajshahi Sugar Mills Ltd. for the year 2003 to 2007, Shetabganj Sugar Mills Ltd. for the year 2002 to 2004, Thakurgaon Sugar Mills for the year 1999 to 2001, North Bengal Sugar Mills for the year 1997-1998, Jaypurhat Sugar Mills Ltd. for the year 1995-1996 under Bangladesh Sugar & Food Industries Corporation (BSFIC).

❖ **BANGLADESH ROAD & TRANSFER CORPORATION (BRTC):**

- Rahman Anis & Co. has completed Accounts & Performance Audit of Bangladesh Road & Transfer Corporation (BRTC) for the year 2009-2010 to 2011-2012.

❖ **SCHOOL, COLLEGE & UNIVERSITY:**

- Successfully conducted the Accounts Audit of American International University of Bangladesh (AIUB) for the year 1996-1997, 1997-1998, 2002-2003, 2003-2004, 2009-2010, 2010-2011, 2011-2012, 2013-2014, 2014-2015 & 2020-2021.
- Successfully conducted the Accounts Audit of Notre Dame University Bangladesh for the year 2016-2017 & 2019-2020.
- Successfully conducted the Accounts Audit of CCN University for the year 2015-2016.
- Successfully conducted the Inventory Audit of Jagannath University, Dhaka from 1968 to 2007.
- Trust College for the year 2011.
- S.M Mozammel Haque Technical School & Business Management College **from 2002 to 2009.**
- Board of Intermediate and Secondary Education for the year 2004 to 2005.
- Non- Govt. School, College, Madrasa for the year from 1997 to 2001
- Baushia M.A Azhar High School for the year 1989 to 2007

❖ **BANK:**

- Rahman Anis & Co. has completed the Provident Fund Accounts Audit of Bangladesh Commercial Bank Ltd. from 2010 to 2014.
- Rahman Anis & Co. has completed the Accounts Audit of Bangladesh Krishi Bank, Mymensingh & Agailjhara for the year 1995-1996.

❖ **LIMITED COMPANY, GERMENTS & OTHER ORGANIZATION:**

- Rahman Anis & Co. has completed Accounts Audit of various Limited Company, Garments & others organizations in different District for different year.

❖ **NON-GOVERNMENT ORGANIZATION (NGO):**

- Rahman Anis & Co. has completed Accounts Audit of various Non-Government Organization (NGO) in different District for different year.

❖ **MINISTRY OF HEALTH AND FAMILY WELFARE:**

- Rahman Anis & Co. has completed the Verification and Audit of National Nutrition Programmed (NNP) under Ministry of Health and Family Welfare, Govt. of Bangladesh for the period from October 8, 2006 to March 31, 2007 as a Consortium Member of Rahman Kashem & Co. Consortium.
- Rahman Anis & Co. has completed the Verification and Audit of National Nutrition Programmed (NNP) under Ministry of Health and Family Welfare, Govt. of Bangladesh for the period from May 1, 2008 to July 31, 2008 as a Consortium Member of Rahman Kashem & Co. Consortium.
- Rahman Anis & Co. has completed the Verification and Audit of National Nutrition Programmed (NNP) under Ministry of Health and Family Welfare, Govt. of Bangladesh for the period from April 1, 2009 to October 31, 2009 as a Consortium Member of Rahman Kashem & Co. Consortium.
- Rahman Anis & Co. has completed the Verification and Audit of National Nutrition Programmed (NNP) under Ministry of Health and Family Welfare, Govt. of Bangladesh for the period from March 1, 2010 to August 31,, 2010 as a Consortium Member of Rahman Kashem & Co. Consortium.

❖ **PALLI KARMA-SAHAYAK FOUNDATION (PKSF):**

- Rahman Anis & Co., has completed Accounts Audit of SHAPLA Gram Unnayan Sangtha, Prism Bangladesh, and Society for Project Implementation Research Evaluation and Training (SOPIRET), Sagarika Samaj Unnayan Sangstha (SSUS), Somaj-O-Jati Gathan (SOJAG) for the financial year 2013-2014.
- Rahman Anis & Co., has completed Accounts Audit of Bandhu Kallyan Foundation (BKF), Development Ennitiative for social Advancement (DISA), Sabolombi Unnayan Samity (SUS), Grammen Manobik Unnayan Sangtha (GRAMAUS), Palli Bikash Kendra (PBK) for the year 2012-2013.
- Rahman Anis & Co., has completed Accounts Audit of Manobik Sahajja Sangtha, Village Development Foundation (VDF), Centre for Development Innovation and Practices, Centre for Advanced Research and Social Action (CARSA), Dak Dia Jai for the year 2011-2012.
- Rahman Anis & Co., has completed Accounts Audit of CARSA, RAO, OSACA, ARBAN, HOPE, Sapla Gram Unnayan Sangtha & Palli Shishu Foundation under PKSf for the year 2010-2011.
- Rahman Anis & Co., has completed Accounts Audit of Dhaka Ahsania Mission, ARCHES, Jaypurhat Samaj Kallayan Sangtha, Jatiyo Kallayan Sangtha under Palli Karma-Sahayak Foundation (PKSF) for the year 2009-2010.
- Rahman Anis & Co. has completed the Accounts Audit of CARSA for the year 2012-2013.

❖ **INSURANCE:**

- Rahman Anis & Co. has completed Special Audit of Megna Life Insurance Co. Ltd for the year 2007, South Asia Insurance Co. Ltd. for the year 2006, Takaful Islami Insurance Co. Ltd. for the year 2005 and Golden Life Insurance Ltd. for the year 2004, Green Delta Insurance Co. Ltd. for the year 2003, Sunlife Insurance Co. Ltd. for the year 2002, Islami Commercial Insurance Co. for the year 2001 and Continental Insurance Company Ltd. for the year 2000.

❖ **GAS:**

- Rahman Anis & Co. has completed the Consumer Audit of Bakrabad Gas T & D Ltd. for the year 2000-2001.
- Rahman Anis & Co. has completed the Consumer Audit of Titas Gas T & D Ltd. for the year 2000-2001.

❖ **DESA & WASA:**

- Rahman Anis & Co. has completed Consumer Audit of Commercial Operation Division, Narayangonj of Dhaka Electric Supply Authority (DESA) for the year 1998-1999 to 1999-2000.
- Rahman Anis & Co. has completed Consumer Audit of Dhaka Water Supply & Sewerage Authority (WASA), Head Office for the year 2005-2006 & 2006-2007.

➤ **SERVICES OFFERED:**

Inspired by the 21st Century's; One stop Service Philosophy; and having the strong potentiality of the team members, we offer a full range of value added services for business and individuals, in addition to the traditional compliance based work normally associated with a firm of Chartered Accountants, viz.

❖ **AUDIT & ASSURANCE**

We are committed to delivering high quality audit and assurance services. Our services are in line with the International Standards on Auditing (ISA). We render personalized service and solution-based advice to deliver value and underpin stakeholder confidence. Our risk-based

audit approach ensures that we focus on significant business issues affecting our clients' financial statements with understanding of International Financial Reporting Standards (IFRS).

➤ **Statutory Audit :**

- External Audit
- PF Audit
- GF Audit
- WPPF Audit
- NGO Audit
- Consolidated Audit
- Project Audit
- NGOB Audit

➤ **Internal Audit :**

- Work with internal audit function to assess the possible risk and deficiency of existing control system
- Redesign the control map to align the business strategy
- Recommend the possible safeguards that reduce any threats to an acceptable level

➤ **Our activities involved the following:**

- Asset and evaluation of financial transactions is free from material misstatement
- Asset whether Financial statements is prepared in accordance with the IAS/IFRS/ GAAP, relevant laws, rules and regulations
- Provide reasonable assurance regarding financial statements provide a true and fair view
- Review internal control system, identify the weakness, provide impact of control weakness and possible recommendations

❖ **TAXATION**

Rahman Anis & Co. offers clients a broad range of fully integrated tax services. We work closely with clients to deliver timely, high quality tax services to maximize tax-planning opportunities and find the right answers to the tax challenges in their respective industries.

➤ **Direct/Corporate Tax**

- To meet our objective RAC offers its clients a broad range of fully integrated tax services.

➤ **Corporate tax retainer services (Where retainer is provided) :**

- Review and submission of return U/S 108 & 75 A
- Advising on proper withholding tax and VAT from payment
- Collection of TDS and VDS challan and submission
- Preparation of monthly TDS & Salary TDS return and submission to the concerned authority

➤ **Corporate tax return (Where retainer is not provided) :**

- Computation of Quarterly Advance Income Tax (AIT) and deposit to the same to Govt. Treasury
- Income tax computation, return submission
- Obtaining income tax clearance certificate

➤ **Assessment/ Appeal to CT/ Appeal to TAT/ Assenting in Review Application :**

- Assessment at DCT level
- Revised assessment at DCT level after set aside by CT (Appeal), Tribunal
- Appeal against the order of the DCT
- Appeal filed by the assesses against the order of the CT (Appeal)
- Assisting client in fling reference application against the order of the Taxes Appellate Tribunal
- Assessment of withholding tax return (if return u/s 75(A) is selected for Audit)

- **Tax Advisory:**
 - Tax Health checkup, Tax Retainer Services, TIN registration, Transaction Compliance, Tax Consultancy
- **Tax Exemption & Approval:**
 - Provident Fund Exemption, Provident Fund Approval, Gratuity Fund Exemption, Gratuity Fund Approval, WPPF Exemption
- **Personal Income Tax:**
 - Tax planning, Income tax computation, return submission
- **Transfer Pricing:**
 - Statement of international transactions
 - Transfer pricing documentation and study report
 - Issuance of chartered accountant's certificate
- **Indirect Tax:**
 - Local government is more concern to increase revenue through collecting indirect tax. Thus, the regulations imposed by the authority is more rigid, which is made more difficult to manage the Indirect tax compliance now more than ever. RAC has expertise to provide solution to its clients to face the indirect tax challenges.
- **Retainer Services:**
 - Monthly VAT return (Mushak 9.1) preparation & submission
 - Review of the transactions as to whether VAT is deducted as sources
- **VAT Consulting:**
 - VAT Registration & address change
 - Revenue and VDS reconciliation
 - VAT assessment at various level (Assistant Commissioner/ Commissioner/ Appellate Tribunal), documents preparation & review, attending hearing on behalf of client.

❖ **CONSULTING**

With a sharp focus to simplify the complexity of today's business environment, we bring together a team with consulting expertise. Our professionals serve companies throughout their business life cycle, helping them in their efforts to emerge stronger.

- **Accounting Services:**
 - Accounts Preparation (Monthly, Quarterly & Annual)
 - PF Accounts Preparation
 - WPPF Accounts Preparation
 - Accounting Advisory
 - FDI Reporting
 - Accounts Review
 - Financial Review
 - ERP Implementation
- **Payroll Services:**
 - Monthly payroll processing
 - Payroll tax computation and deduction
 - Salary advice
 - Online payslip and tax computation
 - Deposition of monthly deducted tax
 - Final settlement calculation
 - Issue of annual investment notice

- Issue of annual salary certificate
- Monthly return of employees' tax
- Annual return of employees' tax
- **Corporate Finance Services:**
 - Financial Due Diligence
 - Tax Due Diligence
 - Valuation
 - Merger
 - Feasibility Study.
- **Business Process Developments:**
 - Development of Financial Manual and Policy
 - Development of Procurement Manual
 - SOP Preparation for Finance & Accounts Department
 - SOP Preparation for Corporate Finance
 - SOP Preparation for Corporate Finance
 - SOP Preparation for VAT Management
 - SOP Preparation for Inventory & Fixed Assets Management
 - SOP Preparation for Supply Chain Management
- **RAC provides its client other consulting services like :**
 - Physical Verification of Inventory
 - Fixed Asset Verification
 - Preparation of Fixed Assets Register
 - Preparation of Inventory Register
 - Cost Certification
 - Price Verification
 - Legalization

❖ **BUSINESS SUPPORT SERVICES**

Rahman Anis & Co. offers clients a broad range of business support services which includes corporate secretarial services. We work closely with clients to deliver timely, high quality services.

- **Registrar of Joint Stock Companies (RJSC):**
 - Name Clearance of Company
 - Name Change
 - New Company Incorporation
 - Address Change
 - Share Transfer
 - Director Change
 - AGM & EGM Preparation
 - Increase/ Decrease Share Capital
 - Return Filing (Annual & Return of Changes)
 - Partnership Registration
 - Society Registration
 - Draft MoA & AoA Preparation
- **Bangladesh Investment Development Authority (BIDA):**
 - E-visa Application
 - Work Permit Application, Cancellation, Amendment
 - Liaison/Representative Branch Office Registration & Renew of Registration
- Application of Approval of Outward Remittance (Royalty/Technical Know How fee/Technical Assistance Fee/ Fran chaise/ Other Technical.

Apart from above, RAC Business Support Services Team provide support to obtain certificate from various authority to continue business operations in Bangladesh. Few are as below as example:

- Obtain membership certificate from various chamber of commerce (New, Renew, Amendment)
- Trade License (New, Renew, Amendment)
- Other License to open factory from various Govt. Authorities (New, Renew, Amendment)
- Import Registration Certificate (New, Renew, Amendment)
- Export Registration Certificate (New, Renew, Amendment)
- Share Certificate Preparation & Share Register Update
- Attestation from Embassy
- Foreign Exchange - Advisory, Compliance
- Trademark
- Copyright
- Ministry of Commerce- Registration, Amendment

Commitment:

Rahman Anis & Co. is committed to provide our clients optimum services as per their needs in the versatile areas of audit, tax, accounting management, investigation, inventory, consultancy service, secretarial service etc. with high level of professionalism, expertise, excellence, dedication etc. by value adding on their monetary involvement and satisfaction.