



A P R A & ASSOCIATES

CHARTERED ACCOUNTANTS

DELHI HARYANA HIMCHAL PRADESH



APRA& Associates, Chartered Accountants provides auditing, taxation, consultancy and financial management services to a large and wide variety of clients throughout India including multi national companies.

Our firm is a medium sized accounting firm in India with a team of dynamic accountants and professionals serving domestic and international clients. We have a staff of about 150 persons including Chartered Accountants, Cost Accountants, Company Secretary, Graduates and other professionals.

Work philosophy

At APRA, we take pride in assisting our clients in attaining their goals and objectives in their various business ventures and activities. In all these efforts, we are guided by our work philosophy of rendering “serve with a difference”.

Our mission is to provide superior and distinctive service to the clients and to contribute to the economic development of the country. In striving to achieve our mission, we are guided by our desire to provide quality service that adds value to our clients.

Our wide range of services addresses the full spectrum of our clients business needs. Our focus is on providing the client with integrated business solutions. Our emphasis is on working closely with client to develop innovative solutions by combining both board level and operational perspectives.





Partner's profile

For the team we will just write their name and a single line for the introduction of the person.

CA Arun Kumar Gupta

B.Com (Hons.), FCA, DISA

CA with 19 years of experience, Mr. Gupta is in charge of Delhi office at Tri Nagar and looking after the entire range of practice relating to Audit, Direct Taxes & Indirect taxes specially VAT, including planning for corporate.

CA Trilok Chand Bansal

B.Com (Hons.), FCA

A CA from 1988 batch, Mr. Bansal presently contributes as convener of North Ex study circle of NIRC of ICAI and writes regular articles in Tax magazines and delivering lectures on various issues as well.

CA Inder Kumar Ghai

B.Com, FCA

Mr. Ghai got enrolled as member of the ICAI in 1991 and has experience of more than 19 years in the hospitality industry and consistently provides his experience managing Direct and indirect taxes.

CA Ashok Gupta

B.Com (Hons.), FCA

Mr. Gupta was enrolled as member of the ICAI in 1987 and over the last 20 years has acquired proficiency in Statutory Audits and Finalization of Financial Statements.

CA Arun Bansal

B. Com, FCA

CA since 1995, Mr. Bansal currently looks after the affairs of Gurgaon branch. His forte includes Income-Tax Act, Wealth Tax Act, Double Taxation Avoidance Agreements and Transfer Pricing.

CA Atul Kumar Gupta

B.Com (Hons.), FCA, FICWA, CIQA, PGDEMM and MIMA.

Mr. Gupta is a Central Council Member of the Institute of Chartered Accountants of India. He has also maintained the position of Chairman of NIRC of ICWAI (2005-06) and NIRC of ICAI (2010-11). In addition, he has been awarded for best commendable performance (2004-05) by NIRC of ICAI.

CA Sumeet Sareen

FCA

CA Sumeet Sareen was enrolled as member of the ICAI in 1996 and looking after the affairs of the Delhi branch. He has worked in the Direct Tax department of M/s Arthur Andersen, Ernst & Young,



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Price Water House Coopers and Deloitte for almost 18 years and thereafter he is associated with the firm in APRA & Associates.

Apart from advising clients (both domestic and international) on various issues under the Income-Tax Act, Wealth Tax Act, Double Taxation Avoidance Agreements & Transfer Pricing, he has a vast experience in handling litigation matters both at the Income tax department as well as Commissioner Appeals and the Income-tax Appellate Tribunal (ITAT). He has also acquired proficiency in Statutory Audits and Finalization of Financial Statements as well as Internal Audits.

CA Raman Kumar Gupta

B.Com, ACA

Mr. Gupta completed his ICAI 2004 and currently looks after the Gurgaon Branch of APRA. His responsibilities include taking care of the system analysis, investigations, accounting crisis management, MIS and auditing both internal and statutory.

CA Rajeev Kapoor

B.com, FCA

Enrolled as member of the ICAI in 2003, Mr. Kapoor looks after project financing, personal financing, corporate financing and allied matters.

CA Anoop Gupta

B.Com, FCA

Mr. Gupta completed his ICAI in 2002 and is currently incharge of the Paharganj Branch of APRA. Additionally, he also looks after audit & taxation matters.

CA Suresh Kumar

B.Com, FCA

Mr. Kumar was enrolled as member of the ICAI in 2000 and is the incharge of Baddi Branch, Utranchal. He provides consultancy services relating to establishment of new industrial undertaking.

CA Deepak Kataria

B.Com, ACA

Mr. Kataria was enrolled as member of the ICAI in 2004. He is looking service tax, direct taxes and allied matters.

CA Vishal Gill

ACA

Mr. Gill was enrolled as the member of ICAI in the year 2009. He has been awarded the best paper of Mathematics by ICAI. He is handling Service Tax, Direct Taxes and allied matters. He has also written various articles on Service Tax and GST.

CA Anil Kumar

ACA

Mr. Kumar is an associate member of the ICAI.



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Our services

Assurance and Risk advisory

- External audit service
- Internal audits and internal controls
- Financial accounting services

Back office operations

- Payroll processing
- Vendor payments
- Debtors realization
- Other services

Taxation

- Direct tax services
 - Corporate taxation
 - Employee taxation
- Indirect tax services
 - Goods and service tax
 - VAT/ sales tax
 - Service tax
- International taxation
 - Transfer pricing study and documentation

Advisory

- Business advisory
 - Setting up of business
- Corporate advisory and regulatory matters
 - IFRS, IAS and Indian GAAP
 - Labour and administrative law compliance
 - Company law compliance
 - FEMA/RBI regulatory matters
 - Representation before authorities

Assurance and Risk advisory

Our separate division provides services relating to audit that include both statutory audits as well as internal audits. We also give comprehensive advice on various business matters which assist the corporate decision making function. We also issue certificates as may be required under various statutory requirements from time to time.

• External audit service

We at APRA conduct audit for our client required under various statutes. Some of the designated services are in relation to:



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Statutory audits

Section 224 of the Companies Act, 1956 imposes an obligation on all the companies registered under the Companies Act, 1956 to have its financial statements audited by an eligible firm of Chartered Accountants.

Tax audits

Section 44AB of the Income Tax Act imposes an obligation on the corporate/ firms/ individuals, having prescribed annual turnover to appoint an auditor for conducting tax audit.

Bank audits

Under the RBI panel for statutory auditors for bank audits, APRA falls under category A of chartered accountant firms. For the past three years APRA has been associated with leading nationalized banks as statutory branch auditors.

Other external audit assignments

Audit of Non-profit/ charitable organizations/ Superannuation Trusts maintained by Corporate for their employee / Gratuity Trusts maintained by Corporate for their employees/ Provident Fund Trusts maintained by Corporate for their employees

Miscellaneous certifications

We also provide Chartered Accountants Certificate, required for various purposes under the various statutes, like:-

u/s 195 of Income Tax Act,/ for valuation of Shares;

- **Internal audit and internal controls**

We also undertake Internal Audit assignments to ascertain whether the company is in compliance to the provisions under the Income Tax Act, .The scope of our Internal Audit usually includes, but not limited to, the following areas:

Review of Internal Control system, Stock Audit, Compliance of various segments with the polices, plans and procedures of the enterprise; etc.

- **Financial accounting services**

We provide accounting services to our various clients in accordance with their requirements.

Taxation



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We have dynamic and experienced teams for handling the taxation matters working separately in their respective area of specialization.

- **Direct taxation service**

We have dynamic team working in the field of direct taxes advisory and compliances both at corporate and individual level.

Corporate taxation

Advisory services

We provide detailed advice relating to various corporate tax issues to enable the maximization of deduction under the provisions of the domestic tax law and also ensuring that tax litigation risks are minimized. We also provide advice on various issues relating to DTAA such as tax residence, creation of permanent establishment, tax credits etc.

Compliance matters

We assist our clients in the following areas:

TDS Compliances

Corporate Tax Returns

Employee taxation

- **Indirect taxation services**

We have a separate division, which provide services to various corporate clients in the following areas of indirect taxation and handle matters relating to Goods and service tax, Service tax, sales tax (including works tax), and allied laws.

Goods and service tax

We at APRA believe in change for improvement. As the Indian economy is going through tax reforms, Goods and service tax is seen as a revolutionary indirect tax regime. Keeping in view our philosophy of '**service with a difference**', we have evolved with a team of experts engaged in





thorough research on the topic. Our dedicated team is rendering services to corporate in the following spheres of Goods and service tax:

- (i) Providing the client with a road map to effective implementation of GST;
- (ii) Training the client's personnel on the various aspects of the tax
- (iii) Helping the client in grafting the software incorporated with GST compliances.

Service tax

We have been rendering following services on issues relating to service tax matters for past decade:

- (i) Carrying out diagnostic study of records for client.
- (ii) Advising the clients on the applicability of service tax.
- (ii) Obtaining Service Tax Registration under the appropriate head.
- (iii) Determining Service Tax liability on monthly/ quarterly basis, as may be applicable
- (iii) Preparation of challan (TR-6) and depositing the service tax within the due dates.
- (vi) Preparation of half-yearly Service Tax Returns (ST – 3) along with details of service tax credit availed on monthly/ quarterly basis, as may be applicable.
- (vii) Liaisoning/ Representation before the Service Tax authorities for any notices issued or for any other matter, as may be required.
- (viii) Assisting clients in obtaining rebate of service tax paid on input services, which are consumed in providing output services which are exported, in accordance with Export of Services Rules, 2005.

VAT/ sales tax

We render following services on issues relating to sales tax/ VAT matters:

- Obtaining Registration under Sales Tax/ VAT
- Advising the Clients
- Various compliances, Preparation and submission of returns; and
- Liaisoning with/ representation before the revenue authorities.

- **International taxation**

Transfer pricing study and documentation

We provide complete solution to our clients relating to Transfer Pricing issues. The Transfer Pricing Regulations (TP Regulations) requires that all “international transactions” between “associated enterprises” should be undertaken at an “arm’s length price” and requires that





Transfer Pricing certification be obtained from accountants relating to international transactions within the Multi National Corporations (MNCs).

Advisory

We, at APRA, have a dynamic and experienced team of professionals engaged in providing advisory services catering the various needs of client business.

- **Business advisory**
Setting up of business

We assist our clients in setting up business in India which includes setting up of Liaison Office, Branch Office, Project Office and creation of wholly owned subsidiary companies, forming joint venture alliances and limited liability partnerships, strategic collaborations etc.

- **Corporate advisory and regulatory matters**
IFRS, IAS and Indian GAAP

As a part of economic reforms, there has been a revolution in the reporting requirements for the corporate. With the introduction of IFRS, the reporting requirements have on one hand become stringent and on the other hand more users oriented. We, at APRA, provide the following services in relation to IFRS, IAS and Indian GAAP based on thorough research:

- (i) Providing the client with a road map to effective implementation of IFRS;
- (ii) Development of accounting and procedural manuals keeping in mind the reporting framework and clients work philosophy;
- (iii) Training the client's personnel on the various aspects of the IFRS and Indian GAAP and equipping them with skill sets to handle the issues;
- (iv) Implementation of procedures and practices required for effective compliance with reporting requirements of IFRS and Indian GAAP;
- (v) Helping the client in grafting the ERP software incorporated with IFRS and Indian GAAP requirements.

Labour and administrative laws

We, at APRA, also deal in the various matters relating to Labour and administrative law procedures and disclosure requirements. We assist the client in complying with the provisions of ESI, EPF, Gratuity, Bonus, Indian contractors, and other allied statutes.



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Company law compliance

We render services relating to all aspects of compliance under the Companies Act of India, which interalia includes liaisoning with all offices of Registrar of Companies (ROC), Department of Company Affairs and Company Law Board. Our secretarial department is headed by a qualified company secretary.

Under the Companies Act, 1956, with respect to dealings with the Registrar of Companies/ Company Law Board, our services range from:-

- (i) Incorporation of public/ private companies
- (ii) Preparation and filing of statutory forms and annual return as required under the Companies Act, 1956.

FEMA/ RBI Regulations

We, at APRA, provide the following services relating to FEMA/ RBI regulations:

- (i) Assisting in various foreign exchange transactions.
- (ii) Obtaining approvals required for various transactions from RBI.
- (iii) Assisting for forms and returns as required to be filed with (RBI) for particular transaction.
- (iv) Liaisoning with RBI for any matter as required from time to time.

Back office operations

There is a separate department for providing Back Office Operation Services. We provide wide range to Back office Operation Services as per their requirements, which includes, but not limited to the following:

- **Payroll processing services**



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We provide the following assistance for processing of salary, handling PF/ESI matters, professional tax, TDS on salary, etc.

Salary Processing

Compliance to Provident Fund (PF) Requirements

- (i) Filing of Form2 (Revised) "Nomination & Declaration" in the PF Commissioner's office on monthly basis in case of new joiners during the month.
- (ii) Preparation of PF payment challan for deposit of PF and obtaining the receipt from the bank for the PF so deposited;
- (iii) Preparation and submission of monthly statement in the prescribed forms within the due date; and
- (iv) Preparation of annual return in the prescribed forms within the due date.

- **Accounting Services**

We provide accounting services to our various clients in accordance with their requirements.

Updates

Our separate division keeps updating all the clients about the latest amendments, proposed amendments, latest case laws, etc. under the various statutes. We are publishing fortnightly updates called "Just 5 Minutes" & "Do you know Series" which gives the client a gist of all the amendments that have been made during the fortnight. We also introduce "Online course in Service Tax" through "Do you know series". We also update our clients about the specific industry related changes immediately, as may be applicable to them.

We also publish yearly synopsis of Finance Budget, announced by the Union Finance Minister every year on the very next day of announcement of the Finance Budget.

Contact us

Delhi office



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