



# CORPLUTION

One Window Solution for all your Corporate needs

*“CORPLUTION is engage in providing one window services for all its corporate clients.”*

**Office No. A-1, 1<sup>st</sup> Floor, Plot No. 13-C, 37<sup>th</sup> Street Tauheed Commercial area D.H.A. Phase V Karachi.**

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**Url: [www.corplution.net](http://www.corplution.net)**

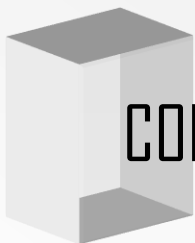
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## BREIF INTRODUCTION

### CORPLUTION

Address of Principle Office	Office No. A-1, 1st Floor, Plot No. 13-C, 37th Street Tauheed Commercial area D.H.A. Phase V Karachi.
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Website	<i>www.corplution.net</i>
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Facebook page	<i>https://www.facebook.com/Corplution</i>
Skype	<i>thecorplution</i>



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## ABOUT CORPLUTION

Corplution is the team of young, energetic, qualified and experienced Chartered Accountants who joined their hands to provide quality solutions to all the business needs of their client. Corplution is accounting and consulting firm providing assurance, Forensic audits, internal controls, tax and specialist advice to their clients. Corplution is able to combine the knowledge and experience, especially in the fields of auditing, system based accounting, tax, management consultancy, corporate affairs, etc. of our local market place with the technologies, methodologies and specialist resources of a professional service organization at the forefront of global accounting profession.

Corplution in the area of management consultancy is providing wide range of services which includes financial advisory and management and accounting (based on computer systems), resource mobilization, strategic services, capital markets, information technology and human resource development/management.

Corplution is engaged in assisting its clients in improving their productivity and management capability in the performance, organizational structure and financial management areas. In providing consulting services Corplution works in association with various national and international agencies and organizations according to the specialist requirement of each assignment.

Besides, accounting, management and auditing services Corplution is engaged in providing operational services through its Trusted partners which caters the operational requirements for the smooth functioning of the clients` business which includes complete logistics solutions, travelling and boarding solutions, insurance solutions and data management services.

Corplution is founded by Irfan Memon and Zain Ul Abidin in the year 2012.

### **VISION AND MISSION**

At Corplution we aim to provide one window solutions for the smooth functioning of our clients business.



# WHY CORPLUTION ?

Our firm is focused and dedicated in providing Book keeping, Management Consultancy, Internal Audit, Assurance & Audits, Business process re-engineering, Taxation services, Corporate & Secretarial services, Forensic Audit and other business consultancies. We are able to bring a unique blend of knowledge, experience, dedication, independence together with state of the art methodologies & tools and deep industry skills.



## **Knowledge and Experience**

Our association with ICAP have given us profound knowledge and understanding of strategic business objectives, business plans, regulatory requirements, prevailing Laws & our working experience have in build in us knowledge of departments, functions, processes, operations.

## **Tools and Methodology**

We use Latest available and Internationally in demand softwares such as Quick Books, AutoCount, Sage accounting and other Tools such as MS. Excel, Word, Power point, Visio at an advance level.

## **Seamless Service**

We will build a dedicated team of experienced professional to serve your requirements. Our project director will be your one point of contact to ensure that you get seamless service.

## **Cost Effectiveness**

Our objective is to provide outstanding service at reasonable cost. We make every attempt to keep our fees to a minimum by assigning experienced personnel and by involving your team as much as possible so that we can synergize to avoid duplication and achieve combined internal and external efficiency and cost effectiveness.

## **Subject Matter Experts (SMEs)**

We have experienced and talented pool of SME's and they assist us with industry leading practices which helps us to deliver value to the client.



## IRFAN MEMON, ACFE, CCFC, CICA, CA (Finalist) FOUNDING PARTNER

Email: [muhd.irfanmemon@gmail.com](mailto:muhd.irfanmemon@gmail.com)

Irfan Memon is an associate member of The Association of Certified Fraud Investigators (USA), associate member of the Institute of Internal Controls (USA), Chartered Certified Financial Consultant (Canada) and Chartered Accountant (Finalist) from the Institute of Chartered Accountants of Pakistan. Irfan Memon is the founding partner of the Corplution.

Irfan brings with him vast experience of financial and non-financial sector. He worked in the Audit, Assurance and Business services department of Ernst & Young Pakistan, Qatar and Saudi Arabia for more than five years. At Ernst & Young he lead teams through the planning, execution and conclusion stages of statutory audits, advisory engagements and other varied special nature engagements. The most significant corporate clients that have contributed to his professional growth include:

### ASSURANCE AND ADVISORY BUSINESS SERVICES (AABS) – KARACHI, PAKISTAN

- |  |  |
|--|--|
| <ul style="list-style-type: none"> <li>▪ <b><u>Commercial Banks</u></b></li> <li>- Habib Metropolitan Bank Ltd (Subsidiary of Habib Bank AG Zurich)</li> <li>- Bank Al- Habib Limited</li> <li>- NIB Bank</li> <li>- Atlas Bank Limited</li> <li>- National Bank of Pakistan</li> <li>- Dawood Islamic Bank</li> </ul> | <ul style="list-style-type: none"> <li>▪ <b><u>Mutual Funds</u></b></li> <li>- JS Investments (Mutual Funds)</li> <li>- JS Commodities Limited</li> <li>▪ <b><u>Insurance Companies</u></b></li> <li>- PICIC Insurance limited</li> <li>▪ <b><u>Credit Bureau</u></b></li> <li>- Credit Chex (Pvt) Ltd</li> <li>▪ <b><u>Non Government Organizations</u></b></li> <li>- Oxfam GB (NGO Funded by European Union)</li> </ul> |
|--|--|

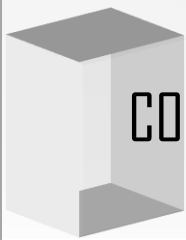
### AUDIT AND TAX COMPLIANCE – AD DOHA, QATAR

- |   |   |
|---|---|
| <ul style="list-style-type: none"> <li>▪ <b><u>Services and Engineering</u></b></li> <li>- Schlumberger Overseas S.A</li> <li>- Fisia Italimpianti S.P.A</li> <li>- ABB Switzerland AG</li> <li>- Chiyoda Almana Engineering LLC</li> <li>- Penspen International Limited</li> <li>- Forbes Associates</li> <li>▪ <b><u>Automobile</u></b></li> <li>- Mitsubishi</li> </ul> | <ul style="list-style-type: none"> <li>▪ <b><u>Oil and Gas</u></b></li> <li>- OSI (Oil Field Services)</li> <li>- CNOOC Middle East (Qatar) Ltd</li> <li>▪ <b><u>Construction</u></b></li> <li>- TAV Investment, construction &amp; operation Co.</li> <li>- Hotchif Construction Co</li> <li>▪ <b><u>Power Rental</u></b></li> <li>- Menlift Qatar L.L.C</li> <li>- Menlift Power L.L.C</li> </ul> |
|---|---|

### ASSURANCE AND ADVISORY BUSINESS SERVICES (AABS) – JEDDAH, SAUDIA ARABIA

- |  |   |   |
|--|---|---|
| <ul style="list-style-type: none"> <li>▪ <b><u>Automobile</u></b></li> <li>- Muhammad Yousuf Naghi Motors Corporation</li> <li>- Abdul Latif Jameel</li> </ul> | <ul style="list-style-type: none"> <li>▪ <b><u>Leasing</u></b></li> <li>- Aqsat International Trading Co Ltd</li> <li>- United Installment Sales Company</li> </ul> | <ul style="list-style-type: none"> <li>▪ <b><u>Telecommunication</u></b></li> <li>- Saudi Ericsson</li> </ul> |
|--|---|---|

He also worked as Manager Finance at Brukfield Rice Pakistan Private Limited a subsidiary of Al Dhara Agriculture, where he led finance department for both of its units.



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## ZAIN UL ABIDIN – ACA , ACCA

### FOUNDING PARTNER

Email: zain.ulabbiden@gmail.com

Zain is an Associate Member of Association of Certified Chartered Accountants, UK and holds B. Comm degree in commerce and finance. Zain is a Chartered Accountant from the Institute of Chartered Accountants of Pakistan.

He is trained with Ernst & Young Ford Rhodes Sidat Hyder a member firm of Ernst & Young Global. He worked in the Audit, Assurance and Business services department of Ernst & Young Pakistan, Dubai and Saudi Arabia for more than five years. During the tenure of his engagement with Ernst & young, he gained a hands-on experience to deal with corporate clients. He was particularly involved in external and internal audit of following clients;

#### ASSURANCE AND ADVISORY BUSINESS SERVICES (AABS) –KARACHI, PAKISTAN

##### ▪ Oil and gas And Construction

- Pak Arab Refinery Limited
- Indus Refinery Limited
- Abasscico Energy Pakistan Limited
- Global Haly Development Limited

##### ▪ Textile Industry

- Rajby Industries
- Pak Leather Limited

##### ▪ Manufacturing Concern

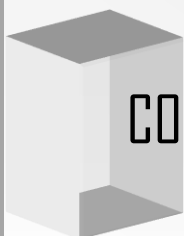
- Cherat PaperSack Limited
- Dadex Eternit Limited
- Manstock Private Limited
- Dynea Pakistan Limited
- Karachi Tools, Dies and Moulds Limited
- Pak Suzuki Motor Company limited
- Unilever Pakistan Limited
- Zafa Pharmaceutical Company

#### AUDIT AND TAX COMPLIANCE – DUBAI, U.A.E

- Al Futtaim Investment Management Limited (DIFC)
- Al Futtaim Capital Limited
- D.E.Shaw mena Investment Limited. (DIFC)
- Gulfmena Investments Limited. (DIFC)
- Ejar Cranes & Equipments Limited.
- Alnaboodah Gypsum & Marble Ltd

#### ASSURANCE AND ADVISORY BUSINESS SERVICES (AABS) –AL KHOBER, SAUDIA ARABIA

- |                                   |                                       |                                       |
|-----------------------------------|---------------------------------------|---------------------------------------|
| - Dynea Drill Limited             | - Halliburton Group                   | - Saudi Aramco Shell Refinery Company |
| - Networks and System Integration | - Saudi Petrochemical Limited – Sadaf | - Champion International Limited      |
| - Pride Arabia Limited            | - Precision Energy Limited            | - Inspectorate International Limited  |



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## ADEEL AKHTAR, MBA (HR)

### DIRECTOR - HR

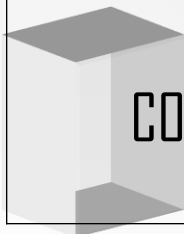
Email: [adie.akhtar@gmail.com](mailto:adie.akhtar@gmail.com)

Adeel Akhtar has done his Masters in Business Administration with majors in Human Resource Management from “ Karachi Institute of Economics & Technology. He worked for 9 years as Manager Human Resource Department for Ernst & Young Pakistan office. Since 2014 he was working as manager for Human Resource and mobility program for the MENA (Middle East & North America) region of Ernst & Young Global.

During, his association with ERNST & YOUNG he has performed various tasks which includes recruitment plan formulation, career path designing, employees evaluation, payroll processing, coordination with labor departments to mention a few. It is worth mentioning that he has vast experience of dealing with all the requirements for the secondment of staff to the global offices of Ernst & Young from Pakistan office.

Below mentioned are the details of extensive worked performed by him in his professional career:

- Prepared the graduate proposal for recruitment.
- Prepared the employee benefits matrix
- Prepared the road map for new hires
- Arrange training on different recruitment tools
- Managing middle east offices centrally on onboarding related matters
- Increased the mobility in the region
- Maintaining the Hospitalization Insurance of the employees with the insurance company.
- Implement the performance management system.
- Work closely with management and employees to improve relationships, build morale, increase productivity and retention.
- Manage and resolve complex employee relation issues.
- Maintaining the employees car, insurance and claim records as per the policy
- Manage hotel and flight booking of the staff
- Communicating the HR policies & procedures to employees and regularly answers queries and questions of staff with respect to the various HR related matters.
- Prepare the recruitment plan of the company and identify the right candidate.
- Prepare the job description with the help of line manager and partners.
- Hiring of employees, which involves evaluation of employees’ applications, short listing the candidates, organizing the entrance test, and conducting the interviews through the recruitment software TALEO.
- Conduct new employees orientation to ensure employee gain understanding of benefits
- Managing international recruitment with different EY offices especially middle east.
- Review and analyze current payroll, benefits and TAX procedures
- Manage and guarantee monthly disbursement of payroll
- Identify training needs for business unit.
- Develop and implement the HR policies and procedures
- Organizing training seminars for professional staff of the firm, this involves co-ordination with external and internal speakers, preparation of course material, administrative arrangement, etc.
- Ensuring that the training records of all the staff is properly maintained. Monitoring the employees’ payroll.
- Handling the staff queries with respect to their compensation.
- Monitor inventory of office supplies and the purchasing of new material
- Assisting the HR Partner in conducting entrance and exit interviews. Arrange visa and international travelling of the employees.
- Supporting all communication/correspondence of the HR department.



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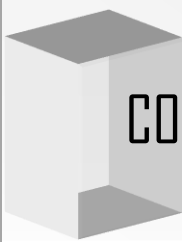
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# OUR SERVICES

## ACCOUNTING, BOOK KEEPING & MIS REPORTING

SERVICES / PRODUCTS	DESCRIPTION
<b><u>FinOMAG</u></b>	<i>No need of hiring accounts staff, we will take care and run the day to day functions of your accounts and finance department with exclusively trained staff. In other words it's a service product of accounts department outsourcing.</i>
<b><u>GL Maintenance</u></b>	<i>We will Prepare the Chart of Accounts, maintenance of general ledger set up, defining cost centers and the clubbing of accounts in Financial Statements.</i>
<b><u>APcounting</u></b>	<i>Accounts Payable Accounting Services. Maintenance of supplier (vendor) ledgers and set up, data entry, data validation, invoice/order matching, Payment facilitation, Payments Scheduling, Aging Analysis &amp; reporting.</i>
<b><u>ARcounting</u></b>	<i>Maintenance of customer ledgers, payments received, invoicing details, credit notes, credit control reviews, Aging Analysis, Receipts due date schedule, documentation, analysis and reports.</i>
<b><u>HRMac</u></b>	<i>Payroll processing, accounting for : compensated absences, leave encasements, Loans to employees, advance against salaries &amp; retirement benefits. Evaluation forms analysis, career path development &amp; organizational hierarchical structure advisory.</i>
<b><u>CBaccounting</u></b>	<i>Recording of cash and bank transactions, fund flow reporting, free fund calculations, cash forecasting, bank reconciliations and cash flow statements.</i>
<b><u>FAMag</u></b>	<i>Asset records, asset types, asset valuations, capital expenditure, asset tracking, depreciation, lease asset accounting, asset insurance and reports.</i>
<b><u>Software/system support</u></b>	<i>Continuous system support, vendor quality accreditations, implementation assistance, training, maintenance and support</i>
<b><u>MDSS</u></b>	<i>Management Decision Support Services is broader in scope as it involves Preparation and presentation of monthly accounts with appropriate notes to the accounts, MIS Reports, Operational reports &amp; data analysis.</i>



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# OUR SERVICES

## Internal Control & Audits

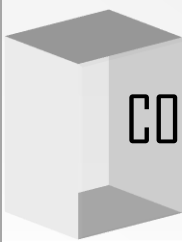
SERVICES / PRODUCTS	DESCRIPTION
<u>GAP Analysis</u>	We will prepare the report in which we will document our findings after comparing the Internal Control TO BE & Prevailing currently.
<u>P&amp;P Services</u>	SOPs development, Process Flows, Policies & Procedures, Checklist preparations, manuals compilation
<u>Testing Services</u>	We will test the controls on an agreed intervals by report the findings.
<u>Outsourcing</u>	No need to hire any staff for your internal audit department, get it outsourced and benefited from our exclusively trained staff.

## TAXATION SERVICES

<u>Filing Services</u>	Filing of Annual returns for Companies and individuals.
<u>Advisories</u>	Advisory on Tax related matters.
<u>Monthly Filing</u>	Monthly filing of Withholding Tax returns and Sales Tax returns.
<u>NTN &amp; IDs</u>	User IDs and NTN registration services and NTN Certificate.

## CORPORATE & SECRETERIAL SERVICES

<u>Corpro</u>	Corporate and Secretarial services out sourced to our firm.
<u>Incorporation Services</u>	Complete consultation for incorporation of Company as Private Limited and Public Listed Company.
<u>Advisory</u>	Advise on corporate related matters.



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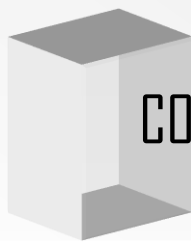
## OUR SERVICES

### SPECIALIZED SERVICES

SERVICES / PRODUCTS	DESCRIPTION
<u>Financial Consultancy</u>	<i>Budget preparations, forecasting and projections as well as monitoring of the results with remedial suggestions.</i>
<u>Business Consultancy</u>	<i>Feasibilities and expansion plans in highly interactive designs for your to decide in the lights of professional guidance from our experts.</i>
<u>HR Consultancy</u>	<i>From recruiting to selection till fulfilling the training needs of your employees along with maintenance of employees old age or retirement plan.</i>
<u>Fraud Examination</u>	<i>Misappropriation of funds, Property loss, Inventory loss, Proprietary information misuse, Company policy violations, Employee practices liability allegations, Corporate compliance violations.</i>
<u>Research Studies</u>	<i>Conducting business research studies, market research, customer preference research and new venture research support.</i>
<u>3<sup>rd</sup> Party Outsourcing</u>	<i>Outsourcing your employees to our payroll and hiring them on contract will make your life much hassle free because we run the payroll, handle EOBI, SESSI, archiving of personal files, filing of income tax withholding, background checking all on us.</i>

### COMPANY REGISTRATION IN DUBAI, U.A.E

*We assist in Registration of the Company in the Free Trade Zone of Ras-al-Khaimah, Dubai, U.A.E, opening of bank account in the name of the Company registered along with the Resident Visas facilitation for the Subscribers of the Company.*



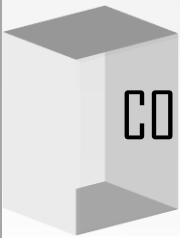
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# OUR SERVICES

## SERVICES THROUGH ASSOCIATED COMPANIES

<b><u>Logistics</u></b>	<i>Complete logistics solutions from Freight forwarding to delivery, warehousing to distribution, clearing to transporting, whether air, rail, road, sea all from A Class Carrier. Our sister concern is engaged in this business for last 8 years maintaining reliable and most efficient network of their global partners.</i>
<b><u>Archiving of Record</u></b>	<p><i>No need to pile up your physical record in a room along with keeping your staff engage in managing the record for its retrieval. We have State of art purpose build infra structure constructed specifically for the Archiving of Physical Record. We are providing complete range of services from the archiving, retrieval and updating of your physical record through our sister concern.</i></p> <p><i>Do you want your record to be Scanned and uploaded on our secured webserver for its retrieval through assigned user ids than we have the solution for it.</i></p>
<b><u>Traveling Solution</u></b>	<i>Complete traveling solution all over the world for Corporate as well as for Individuals.</i>
<b><u>Share Registrar</u></b>	<i>Registry and delivery of registry and servicing solutions to companies across the globe</i>



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## SERVICES INDUSTRY

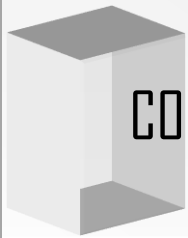
<b>INSPECTEST (Subsidiary of Descon)</b>	<i>Inspectest is engaged in providing testing, calibration, verification and certification services for industrial equipment.</i>
<b>VISION DIRECT MARKETING</b>	<i>Advertising agency &amp; marketing Consultants.</i>
<b>NASRA PUBLIC SCHOOL</b>	<i>Nasra Public School is a renowned chain of schools in Karachi</i>
<b>FIMS</b>	<i>Fancy Industrial Management Services Provide catering services to Corporate Clients.</i>
<b>HCMS GLOBAL (PVT) LTD</b>	<i>HCMS Global Private Limited is engaged in providing HR Related services to its esteemed clients.</i>

## BROKERAGE / INVESTMENT COMPANIES

<b>NAFA - NBP FULLERTON ASSET MANAGEMENT LIMITED (Subsidiary of National Bank)</b>	<i>NAFA is a Non-Banking Finance Company with a license to perform Asset Management and Investment Advisory Services as per the NBFC Rules, 2003, and Pension Fund Management as per Voluntary Pension System Rules, 2005. The main sponsors of NAFA are National Bank of Pakistan and Fullerton Fund Management Group, Singapore, which in-turn is a wholly owned subsidiary of Temasek Holdings, Singapore</i>
<b>LIVE SECURITIES</b>	<i>Live securities is of the leading brokerage houses listed on the Pakistan Stock Exchange</i>
<b>ARIF HABIB CORPORATION</b>	<i>Flagship Company of Arif Habib Group of Companies</i>
<b>HABIB CREDIT SOCIETY LTD</b>	<i>Habib Co-operative Credit Society Limited is engaged in Investment Advisory Services &amp; Facilitation.</i>

## LOGISTICS / TRAVEL & TOURS INDUSTRY

<b>ADROIT CARGO MANAGEMENT (PVT) LTD</b>	<i>Adroit is engaged in providing complete logistics solution to its national and internal clients through air, sea, road or rail transit as well as providing complete solutions for customs clearance and warehouse facilities.</i>
<b>WORLD WIDE CARGO SERVICES</b>	<i>World Wide Cargo Service incepted in the year 1994 with a vision and mission to provide Logistic support to the Country's importer and exporters for all commodities.</i>
<b>AURA TRAVELS &amp; TOURS</b>	<i>Aura Travels is providing complete traveling solutions to it valued clients from ticketing to hotel reservations to transportation</i>



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## HEALTH CARE INDUSTRY

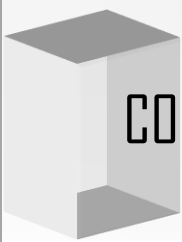
<b>RMI (REHMAN MEDICAL INSITITUTE)</b>	<i>One of the highly reputable Hospital &amp; Medical College run by the Top noche Doctors and medical professionals of the country. Providing health care services in the area of Peshawar.</i>
<b>AREEJ AL MADINA HOSPITAL</b>	<i>AMH is a charitable hospital formed by the returning ex-patriate doctors. With the aim of providing affordable health care facilities to the under privilege class of the society.</i>
<b>FATIMA BAI HOSPITAL</b>	<i>A Charitable hospital run by the leading corporate group.</i>

## MANUFACTURING / TEXTILES INDUSTRY

<b>SEIKO TEXTILES</b>	<i>Manufacturer and Exporter of Textile products like bed sheets, knitting &amp; garments.</i>
<b>NAZU INTERNATIONAL</b>	<i>Manufacturer and Exporters of textile products.</i>
<b>NASH ENTERPRISES</b>	<i>Nash is engaged in water purification business with its state of art Purification Units</i>
<b>PAKISTAN FOOD PRODUCTS</b>	<i>It is a meat exporter having facility of slaughter house, chiller and frozen facilities.</i>
<b>CHEMCO IWT (PVT) LTD</b>	<i>Leading industrial water treatment solution provider.</i>
<b>JM SONS</b>	<i>JM sons engaged in manufacturing jute bags for the rice exporters of Pakistan.</i>

## RETAIL / TRADING INDUSTRY

<b>AGHAS (PVT) LTD &amp; FARIDS RETAIL</b>	<i>Aghas is one of the top brand super market in the local market and one of the pioneers in the retail industry of our country</i>
<b>EZAN SUPER STORE</b>	<i>Ezan is a Super Store has a vide variety Grocery and House hold products.</i>
<b>CHEMGROW (PVT) LTD</b>	<i>Chemgrow (Pvt) Limited is an authorized distributor for 3M food testing equipment &amp; consumables.</i>
<b>RECH INTERNATIONAL</b>	<i>Rech International represents high end medical instruments (Ortho) manufacturing companies in Pakistan.</i>



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## CLIENTS ACROSS THE GLOBE

### KINGDOM OF SAUDI ARABIA

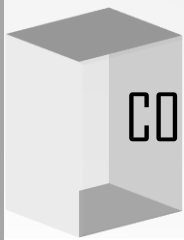
<b>THARAWAT HOLDINGS – SAUDI ARABIA</b>	<i>Tharawat is a holding company of subsidiaries operating in KSA and Middle East Region</i>
<b>YAMAMA PRINTING PRESS – SAUDI ARABIA</b>	<i>Yamama is a printing press located in Riyadh</i>

### SINGAPORE

<b>FIRST PAGE DIGITAL DESIGN PTE LTD – SINGAPORE</b>	<i>First page digital Design Pte Ltd is engage in providing social media marketing, website designing and other IT related services to its clients.</i>
<b>FIRST STEP SOFTWARE PTE LTD – SINGAPORE</b>	<i>First Step Resource Pte Ltd is engage in providing Software development services to its clients in Singapore.</i>
<b>FIRST STEP RESOURCE PTE LTD - SINGAPORE</b>	<i>First Step Resource Pte Ltd is engage in providing Human Resource services to its clients in Singapore.</i>
<b>FIRST STEP RESOURCE PTE LTD – SINGAPORE</b>	<i>First Step Resource Pte Ltd is engage in providing Human Resource services to its clients in Singapore.</i>

### UNITED ARAB EMIRATES

<b>THE VALET COMPANY</b>	<i>TVC is engage in providing valet services Hotels (5 &amp; 7 star hotels in U.A.E) &amp; renowned hospitals in U.A.E</i>
<b>INTELLIGENT PROPRTY LLC</b>	<i>Intelligent Property LLC is engage in providing real estate consultancy services to its esteemed clients.</i>



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