



Mazhar Mahmood & Co



Cost & Management Accountants



Mazhar Mahmood & Co.

CONNECTING YOUR BUSINESS TO THE TECHNOLOGY RESOURCES YOU NEED

Prefeasibility

Business Plan

Budgeting

Forecasting

Research

Financial
Analyses

Market
Survey

Revival of
Sick units

Manual

Credit Policy

Supply Chain

MMC, a firm of Cost & Management Accountants, provides quality services in the areas of Cost & Financial Accounting, Audit, Tax & Corporate Compliance, Management Consulting, Business Management, Quality Management, Research & Development, performance audit, feasibility reports, PPRA rules, Information Technology Solutions, Website development, anti-dumping / antitrust, bridging the gap between investor and businessman, HR policy and any kind of business solution as per requirement of clients.

MMC has come up with the concept of comprehensive financial services package. We offer our clients a Complete Turnkey Solution to their computing & other professional needs. The process starts with the initial study & analysis of the clients' needs, available resources and future vision. Based on this study, we propose a plan of action, which may include performance evaluation, preparation of cost & financial accounting models, implementation of cost & financial Accounting Systems, conducting research & surveys, training of the appointed or concerned human resources etc. We follow international standards of backup support techniques in order to considerably reduce service lag time, enhance the efficiency and maintain a trouble-free working environment. Further, we make efforts to acquaint our clients with new techniques and technologies to enhance management capabilities and open up new realms for expansion and profitability. Our aim is to provide the Management with maximum information about their liquidity, leverage, financial position and profitability. We suggest, after studying existing system, how cost and expenses can be minimized in order to maximize their profits.

We have a strong history for providing quality services to valuable corporate and business clients. *Confidentiality* of the client's information is one of our core ethics. Here we narrate a brief list of our services.

flexible solutions for your business needs

VALUE CONSULTING PROVIDES A TOTAL END TO END SOLUTION

MANAGEMENT CONSULTING

- Preparation of Pre-Feasibility Studies/ Feasibility Studies (Financial, Technical and Marketing) for the new and existing projects.
- Preparation of Business Plans, Budgets and Forecasts
- Research, Analysis and Implementation of Activity Based Costing (ABC)
- Conduct surveys, public opinions, preparation of questionnaires, Compilation and Analysis of the results
- Project Evaluation to check productivity, performance and profitability
- Capital Expenditure Planning Evaluation & Control
- Preparation of accounting / financial manuals and internal controls
- Consultancy for supply chain management, warehousing, inventory management, air booking & supply scheduling etc

A Comprehensive Business Consultancy



Income Tax Consultancy

- e-filing
- Filing of Monthly Sales Tax Returns
- Appearance before Sales Tax Authorities,
- Appeals and Revisions
- Consultancy in processing Sales Tax Refund Cases

Income Tax Consultancy

- e-filing
- Filing of Monthly Sales Tax Returns
- Appearance before Sales Tax Authorities,
- Appeals and Revisions
- Consultancy in processing Sales Tax Refund Cases
- Consultancy Regarding Tax Deductions on imports, supplies, services etc.

Custom & Excise Consultancy

- Consultancy regarding Duty Structure
- Consultancy to Importers & Exporters regarding levy of

Mazhar Mahmood & Co.

CONNECTING YOUR BUSINESS TO THE TECHNOLOGY RESOURCES YOU NEED

MMC is a firm of cost & management accountants, provides quality services in the areas of cost & financial accounting, audit, tax & corporate compliance, management consulting, business management, quality management, research & development, performance audit, feasibility reports, PPRA rules, information technology solutions, website development, anti-dumping / antitrust, bridging the gap between investor and businessman, HR policy and any kind of business solution as per requirement of clients.

INFORMATION TECHNOLOGY SOLUTIONS

The information Technology Department of MMC provides IT solutions, Service and products to its clients' needs according to their specific requirements. Our aims are to provide a comprehensive solution for your business and professional needs. We value our experts and encourage our team work to achieve their individual and organizational goal. Our expert team can enhance the way your business application and IT system designed, the way they are developed and maintained. Our core team accepts the challenge for reduction of cost of doing business, advisory services on risk and time management.

At MMC we offer the following customized services;

- Accounting and Financial Management System (General Ledger, Inventory, Payroll, Sales, Purchases & Financial Reporting).
- Cost Management System (Includes all above plus job costing, Processing & activity based costing).
- Market Research for prefeasibility study & research papers.
- Web Portals
- Human Resource Management System
- Sales and Receivable Management System
- Smart Thumb Reading Attendance Management & Reporting System
- Activities and Tasks Management System
- Network Surveillance Cameras System
- Appeals and Revisions
- Registration with Board of Investment (BOI) Pakistan.
- Anti-Dumping / Trade Mark.
-



Training to Entrepreneurs & Business Professionals

MMC has been very active on arranging /participating in training seminars for various organizations, associations and clients. Some of the topics covered by MMC during these trainings are:

- Business Setup and Planning
- Business Accounting
- Business Taxation
- Corporate Management & Compliance
- Business Communication & Report Writing
- Time Management
- Using Computer at Office
- Microsoft Word
- Microsoft Excel
- Project Planning & Management
- Feasibility Studies
- Decision Making
- Problem Solving
- Stress Management

PRE-JOB TRAINING

Employers hire people who have the knowledge and skills required in today's more competitive and demanding jobs market.

HR & ON-JOB TRAINING

MMC assists Organizations to utilize their Human Resources in the optimal manner. Employees are trained to understand the work requirements so that they may be able to communicate and report relevant information for decision-making. MMC provides On-The- Job-Training to employed professional especially in the area of Accounting, Finance, Administration, Taxation and Consultancy etc. Skills identification

- Service Regulation for Government Departments.
 - Job Descriptions.
 - Review and redesign Standards of Practice
 - Training about Documentation/ Processes
 - Knowledge of Computerized Accounting
 - Service rules for Government Departments
 - Use of Microsoft Word and Excel in Office Work and Preparation of Reports

Audit

At MMC, we offer the followings diversified services regarding audit:

- Statutory audit
- Internal Audit
- Investigatory / special audit / Forensic audit
- Cost audit
- Performance audit

TAX COMPLIANCE

We provide a complete and comprehensive range of Income Tax, General Sales Tax (GST), Customs and Central Excise services. Pakistan tax system is said to be complex, confusing and ever-changing. There is a risk of penalties and interest charges on late tax payments, late filing of returns & others obligation under Tax Laws. Businessmen are not supposed to be the tax experts. Therefore they need the services of tax consultants to avoid such inconvenience. We transform the complex regulations of Tax laws into simple advice. We strive for the minimum payments within the ambit of law. We assist you to make full use of all your exemptions and relief available in the law.

- ☐ Filing of Annual Income Tax Returns
- ☐ Monthly and Quarterly Statements required under Income Tax Ordinance 2001
- ☐ Appearance before Income Tax Authorities
- ☐ Consultancy in processing Income Tax Refund Cases
- ☐ Consultancy Regarding Tax Deductions on imports, salaries, supplies, services

Human Resource Services

Efficient and Professional Human Resource creates value for their organizations. We assist Organizations in their recruitment of high-caliber, professional staff according to their requirements.

We assist in:

- Human Resource Requirement Analysis,
- HR – policies.
- Resume collection and screening,
- Interviewing,
- Reference and Employment History, Confirmation,
- Recruitment & Job Offers Preparation,
- Preparation of Job Description,
- Performance evaluation for confirmation & promotion,
- Training

Performance Evaluation is a tool to measure the performance against the pre-defined standards. We assist our clients in standard setting, monitoring and evaluating performance against these standards and suggesting the action plans to improve performance.

We conduct Performance Evaluation in the following areas:

- Human Resource Performance & Appraisal



- Rehabilitation of Sick Industrial Units
- Preparation of Budgets and Forecasts
- Industrial & Commercial Management issues and preparation of bids
- Setting up Policies and Procedures for Internal Control (Financial/Accounting).
- Fixed Assets Management
- Time Series Analysis
- Risk Analysis
- Offshore Data Entry
- Reporting on behalf of clients
- Analysis & Implementation of Pricing Strategies

APPLICATION MANAGEMENT

- Study, review, design & implementation of Manual & Computerized Financial & Cost Accounting Information Systems according to the requirements of the clients.
- Development and Implementation of Internal Control & Documentation Procedures, PPRA rules, incentive schemes and product costing
- Customization & Installation of Available Accounting Software & Users Training
- Supervision of Finance Department of Companies
- Monthly and Annual Financial Reporting, including the Preparation of Financial Statements, Cash Flows Statements, Notes to the Accounts
- Ratio Analysis (Profitability, Liquidity, Activity, Returns, Market & Risk etc.)
- Maintenance of records & data entry on behalf of clients
- Analysis of Financial Statements
- Payroll Preparation and Management

Consultancy regarding decision making about financing through lease, borrowing or other alternatives available.





Human Resource Performance & Appraisal

- Evaluation of Purchase, Sales, Documentation, Production, Business, Imports, Exports Procedures and their
- Efficiency & effectiveness,
- Service rules

List of the few Valued Clients

Muller & Phipps Pakistan (Pvt) Ltd. www.mulphico.com (Karachi)

NFRD (U/S 42) www.nfrd.org – (Rawalpindi)

AWT. www.askarinizampur.com.pk – (Rawalpindi)

Askari Cement Ltd. www.aclwah.com.pk (Rawalpindi)

Degree Sugar Mills Ltd. – (Karachi)

Rawani Construction (Pvt) Ltd – (Muzaffarabad – AJK)

SMEDA– www.smeda.gov.pk - (Lahore)

PIPS : www.pips.org.pk – (Islamabad)

Hosh NGO www.hosh.org.pk – (Bannu) –KPK

Galaxy Star Construction – (RawalaKot-AJK)

Maria Printing & Packaging (Pvt) Ltd. – (Islamabad)

Pak Printing & Packaging (Pvt) Ltd.– (Peshawar)

Evacuee Trust Board of Pakistan. www.etbp.gov.pk – (Lahore)

KASH-NGO – (D I Khan-KPK)

ATAN Enterprises (Pvt) Ltd. – (Karachi)

BISP. www.bisp.gov.pk – (Islamabad)

Bonita (Pvt) Ltd. www.casabonita.pk – (Islamabad)

Jeewajee (Pvt) Ltd. Jeewajee.com – (Rawalpindi)

We r play (Pvt) Ltd. www.werplay.com – (Islamabad)

Sialkot International Airport Ltd. www.sial.com.pk – (Sialkot)

Professional Skills

- Corporate Management and Administration
- Business Development
- Production Management
- Spend analysis and Management
- Strategic Sourcing, Procurement & Expediting
- Contractors / Suppliers Performance Management
- Warehouse & Logistics Management
- Supply Chain Management

Trainings

- One Year On job Training KSEW
- Group Training Course JICA Japan (Ship Safety & Marine Pollution Prevention)
- Lead Auditor Training AOQC U.K (ISO 9000 QMS)

Member/Affiliate



List of the few Valued Members

Mazhar Mahmood - FCMA, FPA, MA Economics & M.Com

He served for 30-years in different sizeable national and multi-national manufacturing, distribution and service industry with the job profile ranging from Accountant to GM / Director Finance. He has an extensive experience of all three levels of managements i.e operation, middle and higher management. He also got different appreciation letters from employers during his employment.

Supply Chain management, budgeting, forecasting, current assets management (funds, receivable & inventory), business plan and pre-feasibility studies are few areas where he did his level best. His expertise include: Overall management of organization, financial analyses, Portfolio management, financial manuals, costing, reconciliations, capital budgeting, preparation of feasibility reports, internal controls, special / routine audit, investment proposals, sales team performance, Preparation of different incentive - schemes, HR – policies, designing Appraisal standard, recruitments, corporate litigations, distant management and designing of reports for management decision making etc. He has a hand on experience of IFRS / IAS, Company Ordinance 1984, Labor Laws, Tax Laws, Auditing Standard and other Provincial & local laws. Apart from above;

- Developed an economic model for Photowar that is handed over to Mr. Ahsan Iqbal- Minister for planning.
- Writing articles on Business & Economy in largest circulated journals on Pakistan Economy.

Dr. AamirMurad - PhD, MBA, BE & LLB

A diversified blend of senior level 29 years + experience in Management/Organizational Development /Human Resource Management makes him the most suitable professional for the resolution of management challenges of large and complex organizations. He is a hardworking, honest and totally committed to the work that assigned to him. He considers himself confident, able to communicate with almost anyone having proven track record of always having performed well under pressure, as his greatest of assets. Moreover he is a person who has always tried to excel in whatever he had done and had achieved what he desired. He is a born leader and a proven winner.

EDUCATIONAL QUALIFICATION

- PhD (Organizational Development) University of Texas at Austin, USA 2006
- MBA University of Texas at Austin, USA 1992
- BE (Aerospace) NED University, Karachi 1985
- LLB Punjab University, Lahore 1998



Ahmed FayyazUd Din- ACMA, PMP

He has worked with renowned network solution providers like Siemens, Ericsson, Alcatel and Huawei for more than decade at different positions in Telecom Sector. Mr. Ahmed has also expertise in Project management (Delivery, Acceptance, Risk Management) Commercial Management (bidding/ contract management/vendor management) Account Management (end to end responsible), and Finance (Financial analysis, P&L management etc).

It is in his credit to complete assignment as Program Director PMO for STC Account at Saudi Arabia with Huawei Technologies. He served Alcatel Lucent as Contracts Manager for two years and also served as PMO Head for Alcatel Lucent for about three years. He was the member of team engaged in bidding and secured business for more than 100 Million Pakistan with various USD in Telco Industry and also involved in execution of more than 15 turnkey projects in operators including, but not limited to, Orascom, CMPAK, Telenor, Etisalat, SCO, Warid, NTC, NLC, Wateen & LinkDirect. COMPLETED THREE AND HALF MONTHS TRAINING IN SHENZHEN, CHINA FOR INTERNATIONAL BIDDING OF TENDERS WHICH INCLUDES DESIGNING OF PRICING STRUCTURE FOR PROJECTS, FINALIZATION OF STATEMENT OF COMPLIANCE AND ANALYZING TAXATION STRUCTURE TO CALCULATE THE FINAL OFFER VALUE OF PROJECTS. HE WAS RESPONSIBLE FOR BID SUBMISSION OF A TRANSMISSION PROJECT OF TELKOM SOUTH AFRICA LIMITED.



Sheraz Imtiaz – ACMA

He is an experienced financial consultant having 14 years' Experience in financial management consultancy (both local and abroad & System Designing. He has an extensive experience in financial planning, prefeasibility study, review, analysis, income tax, sales tax, corporate matters and reporting. He has command of handling and supervising routine Accounting systems of clients. His portfolio includes around 50 satisfied organizations with computerized books of accounts. He is proud to have an opportunity to review an international project. He conducted various Cost Audits, Internal and External Audits for H.E.S. Apart from that he is heading both IT and Corporate Matters in MM & Co.

Waqar Ali Khan - CPA, (USA), FCMA (Pak), MBA (Executive) AMAI, USA

Mr. Waqar has strong instincts to inspire himself and his team for continuous improvement & value addition through creative mindset to develop strong inter-connected teams. He has over 20 years' experience within financial & management accounting and reporting in E&P and Beverages and Manufacturing industries. Currently, he is serving ICMA Pakistan as Chairman TSPD Committee and Member National Council. He has served as Team Leader, Petroleum Economist, Manager Finance, and Accounts Executive in International Companies like OMV Exploration & Production, Hunt Exploration, Pepsi Cola International, Transworld, and ICMA Pakistan.

Ch.Asim Mahmood-ACMA

A qualified Cost and Management Accountant and an Associate member of the Institute of Cost and Management Accountants of Pakistan. An experienced professional with over 14 years of progressive career ranging from public, corporate, development and independent executions of assignments of different nature. Over the period of time compliance to national legislations and international accounting and auditing standards has been the key area where he concentrated and delivered in the reputed organizations, where he have worked. Tax management and compliance (direct and indirect) had been special area of interest for him to maximize benefits available to respective organizations.





Facilitation & Research

- PIPS
- ICMAP
- RCC & I, JCC & I, PCC & I etc
- SMEDA help desk

1. **Research papers:** on business & economy published by Management Accountant-Flagship Journal of ICMAP.
2. **Market Report:** Many times conducted for Muller & Phipps Pakistan (Pvt) Ltd.
3. **Market Research:** Conducted for preparation of prefeasibility regarding food items, garments, boutiques, cell Phone IT/E-Commerce, Sugar industry, Transport industry, Cotton, commodities, Poultry / Goat / Cattle / Dairy / Ostrich / vegetable Farming and many others.
4. **Facilitation:** for Prefeasibility Studies, Accounts, Finance, economy, business, motivational lectures and code of ethics on behalf of IFAC, ICMAP, SMEDA, CC&I and PIPS etc.

Email: mazhar_rawalpindi@yahoo.com

: URL : www.mazharnco.com

SKYPE: mazharmahmood786

Cell: +92 333 5104584

Head Office:

Office # 25 - B, Ground Floor, Mall Plaza, Mall Road
Rawalpindi. Pakistan

Branch Offices:

Muzaffarabad

Chakwal
Nowshera