



SHARIFUL ISLAM & CO.
CHARTERED ACCOUNTANTS

Trustworthy Business Advisory Services is Our Motto...

PROFILE

of



SHARIFUL ISLAM & Co. **Chartered Accountants**

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About us:

SHARIFUL ISLAM & Co. Chartered Accountants (www.sicobd.com) is one of the dynamic professional accounting firms in Bangladesh engaged in auditing and consultancy services. It was established in August 2024. SICO has a very strong share of leading national and international enterprises operating in Bangladesh. It also serves many corporate organisation, financial institutions, and other service-oriented organizations including those funded by international donor agencies. Besides statutory audit it performs special audits various national and international organisations. It also provides consultancy services in the field of Taxation services, VAT Solutions, Inventory Management, Receivable Management, Asset Management, Human Resource Management, Procurement Management, Liquidity and Financial Planning, Feasibility Study, Accounting and Financial System Design, Accounting System Training, Implementation and Monitoring, Net Worth Valuation, Financial Viability Study, Computerised General Ledger, Receivable and Inventory Accounting System Design and Implementation. Moreover, it is extensively engaged in Income Tax and Company Secretarial Services. We are extensively engaged specially in Embassy Accounting systems, INGOs, NGOs Training, audit and Performance Audit.

Mr. Mohammad Shariful Islam FCA is the founder Proprietor and CEO who passed Chartered Accountant Examination in 2012, He Completed CA Course completed in 2003 from ACNABIN & co. Chartered Accountants -one of the Leading CA firms in Bangladesh.

He has vast experience as Chief of Accounts & Finance in Embassy of Sweden, and OXFAM, International NGO, Save the Children International, Save the Children Sweden Denmark and commercial organizations Project as Financial Management Consultant. During his long professional career, he served number of entities diversified trac like INGOs, NGO, Donor agencies, Manufacturing, trading, Commercial, Hospital, Bank Insurances Statutory audit, international audit, Fixed assets, Provident fund, Business and financial review, Loan proposal, project profile etc.

The firm is now more engaged in external and internal audit of various organizations. Apart from this, they are consultants of big firm is engaged in VAT Consultancy, company formations, secretarial practices, taxation and valuation of land, building machinery. They are Tax Consultant and financial adviser of multiple companies. Details information of the Firm regarding registration of the firm, age of the firm, availability of key personnel, and experience of the firm in similar assignments, experience of the firm in other works and support service of the firm are attached here forth with this proposal.

Our Vision:

To provide reliable professional services with integrity, excellence and confidentiality with Ethical and moral rigor guide how we work and assist our clients We have built and sustain our reputation as one of the major accounting firms to work with by ensuring that our people, our clients and our communities achieve their full potential. We treat our clients' challenges as our own and we care about how our work may affect our communities. Our challenging economic climate, increasing regulatory complexities and intensifying competition challenge our clients to become more flexible, imaginative and responsive. How they react defines their performance, success and reputation. Our high performing people mobilize around our clients, using their expertise and business-oriented insights to deliver informed perspectives and clear solutions that our clients and stakeholders value.



Our client focus, our commitment to excellence, our mindset and consistent delivery build the trusted relationships at the core of our business and reputation.

Particulars of the Firm:

- a. Name of the Firm : **SHARIFUL ISLAM & Co.
Chartered Accountants.**
- b. Address : **Corporate Office:** Suite/Room No: 10/19
Kabbokash Super Market, 3D Road,
Kawran Bazar Dhaka-1215, Bangladesh.
- c. Status : **Proprietorship Firm**
- d. Name of Proprietor and CEO : **Mohammad Shariful Islam FCA**
ICAB Enrolment Number:1434
- e. Year of Establishment : **25 August 2024**
- f. Cell: : +880-1749842250.
- g. Email address : s_shariful@yahoo.com
sharifulislamfca@gmail.com
- h. **Contract Person** : **Mohammad Shariful Islam FCA**
Mobile No. 880-1749842250
Mr. Md. Sakhawat Hossain
(Sr. Manager)
Mobile No. 01913369488
- i. **Trade License Number** : **TRAD/DNCC/013509/2024**
- j. **TIN** : **255174390422**
- k. **VAT/BIN** : **006453477-0203**

Our Service Areas:

Accounting, Auditing & Assurance

- Statutory Annual Audit;
- Internal Audit;
- Performance and Compliance Audit;
- Accounting;
- Special Purpose Audit and Investigation.
- Provident fund & Gratuity fund audit.
- Embassy Financial Services.
- Valuation services

Fiscal & Taxation

- Corporate Tax;
- Employee and Expatriate Tax;
- Indirect Tax.





Business Advisory

- Company Formation and Corporate Services;
- Joint Venture and Business Collaboration;
- Technical Collaboration.
- Business Process outsourcing-BPO

Management Consulting

- Financial Management and Business Analysis;
- Business Valuation;
- Corporate Finance;
- Project Studies;
- IT & Software Development;
- Restructuring, Merger and Acquisition;
- Manual and System Design;
- Human Resources Management and Training;
- Recruitment Services
- Portfolio Evaluation and Credit Review;
- Institutional Review.
- INGOs, NGOs Project Evaluation, Financial capacity & Risk Assessments, Survey, Training to finance staffs etc.
- Specialised on Embassy accounting and financial management.

Our Strengths:

Organizational:

- Highly experience and competence peoples;
- Long progressive professional experience of partners;
- Long serving staff;
- Professional commitment;
- Highly skilled staff and facility of modern technology.

Staff Strength:

We have the following staff strength:

Qualified Chartered Accountant- Proprietor	01
Qualified Chartered Accountant Director	01
Course Complete student	04
Articled Student	05
Other Staff	<u>01</u>
Total	<u>12</u>

Operational:

- Give priority on clients' needs and requirements;
- Direct supervision by the partners;
- Training and development program for staff and clients;
- Complete understanding of national, regional and international legal and professional requirements and standards.

Experience of the Firm:

Auditing and Accounting Works:

For long 2 years we are engaged in the profession of auditing and accounting works which include Public and Private Limited Companies, Insurance Companies, NGOs, Corporations, Banks, Publicly Traded Companies, Donor Agencies and others.

A list of our past and present audit and accounting clients are attached herewith under





Accounting System Computerisation:

Working as consultant for foreign national's companies of following joint venture foreign companies:

- **Iron Will Macao Commercial Offshore Limited** – USA POLO Brand
- **Harvest Plus Solutions** -USA based INGOs working in Bangladesh on agriculture sector.
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Responsible for reviewing financial monitoring and reporting system and design a set of simplified accounting, budgetary control and management information system, monitor implementation of financial aspects, particularly the cost/recovery measures, conduct on the job training for financial and accounting personnel of the firm and client etc.

Tax and Company Secretarial Services:

We are engaged both in Tax and Company Secretarial Services. Attended/ attending tax cases of about 12 Private/Public limited Company before Deputy Commissioner of Taxes, Appellate Joint Commissioner, Joint Commissioner of Taxes etc.

Consultancy Services:


Working as Financial Consultant of **Energy Plus Limited, Iron Will Macao Commercial Offshore Limited, Harvest Plus Solutions, Nutritious Agrifuture Bangladesh Limited**

Human Resource Allocation:

The effective allocation of human resources in a Tax & VAT compliance is crucial to ensure optimal utilization of talent, expertise, and skills, thereby enhancing efficiency, accuracy, and compliance in tax planning, preparation, and reporting processes. A brief synopsis on key personnel involved handling Tax and VAT related matters are provided below. All team members have significant years of hands-on experience in managing Tax and VAT assignments



Team composition of the Key-personnel of the assignment with their experiences are listed below:

<p style="text-align: center;"> Curriculum Vitae of Mohammad Shariful Islam, FCA (Proprietor & CEO) </p>			
			
SI No.	Name of Resource Personnel	Position	Experiences
1	Mohammad Shariful Islam FCA (Proprietor & CEO)	Team Leader	<p>An experienced certified chartered accountant with over 20 years of expertise in Diplomatic Mission and 7 years working experiences as a Chief Accounts Officer at EMBASSY of SWEDEN, Dhaka Bangladesh working with diplomatic mission staffs dealing Ministry of foreign affairs, Expat VISA and BIDA extension permission with security clearance Expat's tax return and certificate and VAT planning, preparation, and consulting for individuals and businesses etc., He has vast experience as Chief of Accounts & Finance in Embassy of Sweden, and OXFAM, International NGO, Save the Children International, Save the Children Sweden Denmark and commercial organizations Project as Financial Management Consultant. During his long professional career, he served number of entities diversified trac like INGOs, NGO, Donor agencies, Manufacturing, trading, Commercial, Hospital, Bank Insurances Statutory audit, international audit, Fixed assets, Provident fund, Business and financial review, Loan proposal, project profile etc.</p>
2	F R M Rashedul Hasan, FCA	Deputy Team Leader-Director	<p>Mr. F R M Rashedul Hasan is the Director of SHARIFUL ISLAM & Co. Chartered Accountants. Over 15 years proficiency includes Audit and Assurance Services, Company Secretarial Services, RJSC Compliances, VAT, Taxation and Regulatory Compliance Services with over 40 years working experience. He is one of the fellow members of the Institute of Chartered Accountants of Bangladesh. He completed M. Com. in Accounting from the National university of Dhaka. He has working experience with Mutual Trust bank as Deputy Company Secretary one of the financial institutions relating to review of loan portfolio, loan classification formats, evaluation of policies, accounting systems, feasibility study, preparation of accounting manual, audit manual as well as RJSC, Tax VAT related services. He has working experience dealing with the adequacy of loan provisions for different banks and financial institutions.</p>



3	Muhammad. Shakhawat Hossain ITP, CA CC	Senior Income Tax & VAT Specialist (Sr. Manager)	Over 15 years of specialization in Tax, VAT, law and regulations. Having in-depth knowledge about Income Tax Law, VAT Act, Company, Firm, Fund and association laws, BIDA, RJSC, Expats Income Tax, related work and tax Laws, deductions, credits, and other tax-related matters. Experienced in facing appeals and tribunals relating to tax. Has expertise in managing and preparing tax related documents and supporting different tax related proceedings. He has completed his Article ship and ITP-Income Tax Practitioners.
4	Shuhael Ahamed ITP, CA CC	Company formation, inception work, Income Tax & VAT Specialist (Manager)	Over 12 years of specialization in Company formation, inception work Tax, VAT, law and regulations. Having in-depth knowledge about Income Tax Law, VAT Act, Company, Firm, Fund and association laws, BIDA, RJSC, Expats Income Tax, related work and tax Laws, deductions, credits, and other tax-related matters. Experienced in facing appeals and tribunals relating to tax. Has expertise in managing and preparing tax related documents and supporting different tax related proceedings. He has completed his Article ship and ITP-Income Tax Practitioners.
5	Md. Mostafizur Rahman, CA CC	Company formation, inception work, Income Tax & VAT Specialist (Deputy Manager)	Over 8 years of specialization in Company formation, inception work Tax, VAT, law and regulations. Having in-depth knowledge about Income Tax Law, VAT Act, Company, Firm, Fund and association laws, BIDA, RJSC, Expats Income Tax, related work and tax Laws, deductions, credits, and other tax-related matters. Experienced in facing appeals and tribunals relating to tax. Has expertise in managing and preparing tax related documents and supporting different tax related proceedings. He has completed his Article ship and ITP-Income Tax Practitioners.
6	Borhan Uddin Ahmed	Audit, HR, Income tax, RJSC Specialist (Deputy Manager)	Over 4 years of experience in tax planning and management, HR, recruitment and salary possesses a broader understanding of various aspects of income tax, VAT, RJSC laws and regulations. He is capable of developing tax planning strategies to minimize tax liabilities while remaining compliant with tax laws. He is also good at handling individual tax, HR, recruitment and salary possesses.
7	Md. Sabbir Ahmed-	Audit, Tax & VAT and RJSC – Article Student	Around 3 years of experience in providing expert advice and guidance on VAT-related matters to internal stakeholders, such as finance and accounting teams, and assisting in decision-making processes. He has experiences to maintain evidences and vouches, cash Book, Ledger & Register Books -Updating Daily Accounting Transaction -Maintain regular data entry in the ERP Tally Software. -Cheque deposit at the bank according to the schedule data -Analysis of Accounting data and prepare various Reports He is also currently engaged in handling Tax and VAT matters of a foreign organization.



8	Md. Riaz Sikder	Audit, Tax & VAT and RJSC – Article Student	Around 4 years of experience in providing expert advice and guidance on VAT-related matters to internal stakeholders, such as finance and accounting teams, and assisting in decision-making processes. He has experiences to maintain evidences and vouches, cash Book, Ledger & Register Books -Updating Daily Accounting Transaction -Maintain regular data entry in the ERP Tally Software. -Cheque deposit at the bank according to the schedule data -Analysis of Accounting data and prepare various Reports He is also currently engaged in handling Tax and VAT matters of a foreign organization.
9	Ms. Sharima Islam	Audit, Tax & VAT and RJSC – Article Student	Around 1.5 years of experience in providing expert advice and guidance on VAT-related matters to internal stakeholders, such as finance and accounting teams, and assisting in decision-making processes. He has experiences to maintain evidences and vouches, cash Book, Ledger & Register Books -Updating Daily Accounting Transaction -Maintain regular data entry in the ERP Tally Software. -Cheque deposit at the bank according to the schedule data -Analysis of Accounting data and prepare various Reports He is also currently engaged in handling Tax and VAT matters of a foreign organization.
10	Ms. Nafisa Haque Roshni	Audit, Tax & VAT and RJSC – Article Student	Around 1 years of experience in providing expert advice and guidance on VAT-related matters to internal stakeholders, such as finance and accounting teams, and assisting in decision-making processes. He has experiences to maintain evidences and vouches, cash Book, Ledger & Register Books -Updating Daily Accounting Transaction -Maintain regular data entry in the ERP Tally Software. -Cheque deposit at the bank according to the schedule data -Analysis of Accounting data and prepare various Reports He is also currently engaged in handling Tax and VAT matters of a foreign organization.
11	Sawda Binte Ardi Article Student	Audit, Tax & VAT and RJSC – Article Student	Over 1 years of experience of hand on VAT online system. full-time auditor (articled student) position utilizing the ability to ensure that financial record and accurate and reliable conduct audit as Auditor in a well-established organization

This team supported by our hard-working assistants will play a vital role in collaborating with **you to offer quality and well-thought-out service** to mitigate critical issues related to all require services.

Note: other Information will provide on request.

Please find following documents :

- i) Trade License
- ii) TIN
- iii) BIN
- iv) Bank Account
- v) TAX Certificate