



ACCORD SYNERGY LTD

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29th December, 2017

**To,
Listing Department
National Stock Exchange
Exchange Plaza,
Bandra-Kurla Complex (Bandra East)
Mumbai - 400 051.**

Dear Sir,

Sub: Reply to Clarification required by NSE on Appointment of Internal Auditors

As required by your email dated 28th December, 2017, please find enclosed herewith the brief profile of Internal Auditors Shah and Kadam, Chartered Accountants having their office at 2nd Floor, Samir Building No. 2, Chikwadi Corner, Jetapur Road, Vadodara -390 007.

Kindly take the same on record.

Thanking You
Yours Faithfully

Swati Thakrel
Company Secretary
Accord Synergy Limited

CA CHIRAG SHAH
B.Com., F.C.A., DISA.(ICA), I.P. (IBBI)

CA KALPESH SHAH
B.Com., F.C.A.

CA ASHISH KADAM
B.Com., F.C.A., C.P.A. (Aus.)

CA RENUKA GAVDI
B.Com., A.C.A.

SHAH & KADAM

CHARTERED ACCOUNTANTS

2nd FLOOR, SAMIR BUILDING-2, CHIKUWADI CORNER, JETALPUR ROAD,

VADODARA - 390 007 Telefax : +91 265 2314415, 6535757

e-mail : shahandkadam@gmail.com website : shahandkadam.com

ABOUT US

We are a firm of Chartered Accountants offering a broad range of consultancy and attestation services to our clients across all segments of business including Manufacturing, Trading & Service sectors.

Established in Vadodara in the year 1998, has expanded across the continent over the period of 19 years to create a wealth of professional knowledge and experience. We are a team of dedicated taxation, financial and audit advisory experts.

We believe in working in deep partnership with our clients to help them in meeting today's business challenges, so that they can focus on their core businesses. By intimately understanding each client's business, we provide them tailor-made solutions that are specific to each client's unique situation.

Our mission is to serve our clients with creativity, which is brought about by out of the box thinking, enthusiasm, which stems from the blend of young, experience and dynamic team members, diligence assured by cumulative years of firm's experience and vision which is captured by pre-empting client needs. The principle is at the heart of our work.



FOUNDER

CHIRAG K SHAH

B.com, FCA, ISA(ICA), PG Course in International Taxation, IP (IBBI).

A fellow member of the Institute of Chartered Accountants of India since 1997 having a professional experience of over 19 years. A Tech-savvy chartered Accountant with a diverse background with exposure to Account, Audit, Budgeting, MIS, Taxation, T.D.S., Payroll and System Audit. He has specialised knowledge in International Taxation, Cross Boarder Transactions, Transfer Pricing, Joint Ventures & Project Financing.

He has been the visionary on whose ideology the organization treads along today; ready to step in to the new era of rendering professional services of the highest standards globally. He has lead from the front, playing a key role in the strategic growth of the organization.

As well as his management responsibilities, he continues to take personal responsibility for a number of the Firm's long-standing clients. He also has considerable interest in the development of new, entrepreneurial business.

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PARTNERS

KALPESH SHAH

B.com, FCA

A Fellow Member of the Institute of Chartered Accountants of India since 1999. He is responsible for directing the assurance activities for a number of professionals and provides service to broad range of clients. Apart from the routine assurance & compliance service, he is also looking after the litigation and representation before the tax authorities. Apart from routine assurance & litigation related Services, he is also looking after other matters related to it, he has successfully balanced his broad experience with personal service. He serves his clients not only as a trusted advisor, but also as a valuable friends focusing on the client's best interest.

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RENUKA GAVDI
B.com, ACA

An Associate Member of the Institute of Chartered Accountants of India since 2013. She is responsible for directing the Internal Audit under SAP / ERP environment and assurance related activities for a number of professionals and provides service to broad range of clients. Apart from the routine internal audit & statutory compliance service, she is also looking after the Internal Financial Control setup and audit for big Corporates. She is also handling SAP & ERP based clients and has successfully balanced her broad experience with personal service. She serves her clients not only as trusted advisor, but also as a valuable friends keeping the individual needs of her clients in the forefront.

+91 9662 730 874 renukagavdi@gmail.com

ASHIAH KADAM
B.com, FCA, CPA (Australia), MIPA, Registered Tax Agent (Australia)

A Fellow member of the Institute of Chartered Accountants of India since 2004 and Fellow member of CPA Australia since 2010.

Settled & working under the same brand 'SHAH & KADAM' at Australia Office and working in the field of GST, Income Tax, Business Strategist & Project Finance Adviser for clients based in Australia & New-Zeland.

He has successfully developed whole new clientle based in the continent and serves his clients not only as trusted advisor, but also as a valuable friends keeping the individual needs of his clients in the forefront.

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SHAH & KADAM
Suite 4, Level 1, 383, Church Street, Parramatta, NSW 2150 Australia.
Office Phone: +61 296 301 931



SERVICES

Legal & Secretarial

- Registration & Incorporation of companies
- Assisting clients in completing their documentation for filling with the Registrar of companies, both on an annual basis and in relation to events or activities and maintenance of records for compliance.
- Assisting clients to draft their legal and other agreements encompassing various aspect of their business.
- Rendering advice to corporate on their ex-pat employees/consultants.
- FEMA & RBI liaison / consultancy

Finance & Accounting

- Finance & Accounts
- Fixed Asset Management
- Reconciliation-parties, banks and inter companies.
- MIS & Budgeting
- Vendor Management
- Cash flow & Fund flow
- Preparing & finalizing their annual accounts
- Maintaining accounting records
- Funds & Cash Management

Payroll Processing

- Salary compositions/ break up
- Preparation of salary master
- Preparation of monthly payroll sheets
- Tax withholding from the payroll
- Preparing secure pay slips
- Arranging the payment of salaries by preparing bank transfer advise in bank specific formats
- Taking care of the all income tax forms as well

Project Financing

- Preparation of Full fledged Project Finance report and CMA
- Liasion & Negotiation with Financial Institution / Banks
- Assistance in implementation of project
- Valuation of Business & Shares

Taxation Services

Few areas of commercial life are as challenging and constantly changing as tax. Our sophisticated tax department provides a level of technical skills of highest order, supported by many years' experience of tax planning and assessments at the Income tax department.



Direct Tax Services

- Filing tax returns – Corporate and Non-Corporate
- Advice on payment of advance tax
- Tax planning - Corporate and Non-Corporate
- TDS compliance services
- Bulk filing of employee returns
- Representation before Authorities including CIT (Appeals), Tribunals, Settlement Commission etc.

Indirect Tax services

- Sales Tax/VAT registration & compliances for Gujarat state.(through associate firm)
- Service Tax registration & compliances.

Litigation

- Review and analysis of past assessments
- Preparing submissions and grounds of appeals
- Appeal before Commissioner Appeals and Other Appellate authority

Transfer Pricing

- Devising long term strategy
- Assisting in maintenance of documents
- Assisting in Transfer Pricing study
- Conducting Transfer Pricing audit
- Assisting & Appearance in transfer pricing assessments

Audit & Assurance

The firm endeavors to understand the client and its business needs before chalking out an audit programme.

Statutory Audits

The guiding principal of a statutory audit assignment is to ensure that the financial statements prepared by the management give a true and fair view. We review compliance with accounting procedures, provisions of various law, standards and guidelines in accordance with the Generally Accepted Accounting Principles to ensure that financial statements are free of any misstatements, errors and discrepancies.



- **Internal Audits**

An Internal Audit is a vital tool in corporate governance. It provides independent assurance that the key risks facing an organization have been identified and managed, and that systems and controls are robust and appropriate. Conducting work in SAP / ERP based environment.

- **Tax Audits**

We conduct Tax Audit of assesses as required under section 44AB of the Indian Income Tax Act. This involves reporting on the certain factual details by assesses to Income Tax Department to enable proper assessment of tax by department.

- **Compliance Audits**

We conduct compliances and secretarial audits. It helps strengthen the Corporate Governance in an organization. Compliance Audit assists Audit Committee Board by providing the status various management compliances.

It also assists in evaluating of the effectiveness of internal control and compliance mechanism within the organization.

- **System Audit**

Audits are no more restricted to accounts related tick and bash, which, in our case, has become a minor part of the overall gamut of activities covered. Process flow in an organization is mapped along with their internal control etc. as part of audit, other than checking into routine accounts etc.

Conducting systems and management audits with recommendations on efficiency and propriety of decisions.

CLIENTELE

The services that we provide are based upon a deep knowledge and understanding of the local market conditions at the macro and micro levels. In particular our office is staffed by people who understand the business culture, management requirements and multiple laws and possess the professional expertise that the market demands.

Our aim is to build a niche for ourselves as a *single window access* professional concern. Our philosophy is based upon building deep and long lasting relationships rather than to seek profit exclusively from short- term opportunities.

Key Industries served:

- ✓ Foreign Companies having Branch/ Liaison Office in India
- ✓ Joint Venture of Italian based Manufacturer company.
- ✓ 100% Subsidiary of US Based INC 5000 company
- ✓ Associate of Australia based Travel Solution provider Company
- ✓ Equipment & Component manufacturer for Space & Nuclear based govt. org.



- ✓ Power Transmission Allied unit
- ✓ Telecom, EPC solution provider
- ✓ Environ solution provider
- ✓ Effluent Treatment service provider
- ✓ Manufacturer of Radiators
- ✓ Casting, Forging & Machining unit
- ✓ Pump Manufacturer
- ✓ 100% EOU STPI Regd. BPO CO.
- ✓ Travel Solutions provider BPO Co.
- ✓ Master franchise holder of International Food Chain
- ✓ Waste Management Company
- ✓ Cycle Steel Balls Manufacturer
- ✓ PAN india based Mutual fund Registrar
- ✓ A SEZ Company
- ✓ Fire Safety Equipment manufacturer
- ✓ Hospitality Company
- ✓ Real Estate Company
- ✓ Heritage Hotel Company
- ✓ Infrastructure Company
- ✓ Jewellery Manufactures & Retailers
- ✓ Healthcare Company
- ✓ Engineering company
- ✓ CBSE & GSEB Residential and Non residential School
- ✓ AICTE approved college
- ✓ All Major Banks including SBI, BOI, BOB, PNB, AXIS, Fedral, BOM, Corp Bank, SBP, Can Bank etc.
- ✓ NGOs
- ✓ And many more mfgs./traders/service providers...

INFRASTRUCTURE

Office Premises:

Having necessary infrastructure like own premises in centrally located business area of Vadodara city.

Has all type of office infrastructure like Branded Server, Computers with LAN facility, Networked Printers, laptop computers for mobile working cum presentation, Library cum Conference room with Projector for presentation cum training of employees & other necessary equipments for performing back-office work.

All the softwares including Operating System and all Application System is licensed from respective brands.

Staff Details:

07 Chartered Accountants works with our organisation including partners and 30 Semi qualified staff and Articles are also working with our firm.



Locations: .

INDIA

H.O.

2nd Floor, Samir Building - 2, Opp. Indusind Bank, Jetalpur Road, Vadodara, Gujarat India 390007

Branch

509/A, Atlantis Heights, Sarabhai Campus, Near Genda Circle, Vadodara, Gujarat India 390023

AUSTRALIA

Suite 4, Level 1, 383, Church Street, Parramatta, NSW 2150 Sydney, Australia.

Website: www.shahandkadam.com

For Shah and Kadam
Chartered Accountants
FRN 117413w
Renu. P. Gavdi
CA Renuka Gavdi
Partner
MRN 156058

