



FIRM PROFILE

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About Khilji & Co.



Established in 2014, with a mission to provide quality services and delivering innovative business solutions.



The emerging business needs in a fast changing and challenging global marketplace require value addition through wealth of knowledge and technology. Team of young professionals and their experience has given Khilji & Co. the strength to understand such emerging business and provide a whole range of services to diversified clients.



Khilji & Co. team of young professionals is able to synergize its best potential through a pool of expertise comprising business advisory specialists, business risk specialists, human capital specialists, MBA, Economists and professionals from other disciplines.

Vision, Mission and Values



Vision

An employee friendly chartered accountant firm rendering full range of quality professional services while abiding by strict ethical & moral principles and practices. The foundations of the firm are built on the joy of sharing.



Mission

To provide reliable professional services with integrity, excellence and confidentiality to meet our customer's individual requests.



Values

- Integrity
- Excellence
- Compassion
- Confidentiality
- Consistency

PARTNERS



**MR. SHARIF UDDIN KHILJI, FCA
CHIEF EXECUTIVE**



**MR. MUHAMMAD WAHEED
IQBAL, FCA,
PARTNER (TAX)**



**MR. SAEED AKHTAR CHUGHTAI, FCA,
FPFA, FCILT - UK, LLM (Energy) - UK, MBA
(Oil) – UK – PARTNER (BUSINESS
ADVISORY)**



**MR. RAHAT GUL, FCA
PARTNER, (PESHAWAR OFFICE)**

Our Approach

- We build close relationship with the Client and are available to resolve for your business success and growth. With our proactive approach we ensure on dot delivery of services.
- We maintain a balanced Manager to Clients Ratio to ensure right attention and provision of high standard of services.
- For each service delivery, we have a dedicated team consisting of Partner, Manager, Supervisor and Staff with a back-up for key personnel to ensure high standard of services on time.
- We ensure continuity of key personnel and reserve professionals of equivalent qualification and skills, wherever required.
- We promptly reply to your inquiries and always welcome any comments on our services, which help us maintain and improve our standards.

Our Approach

KCO is a full-service Chartered Accountant firm and take pride in our expertise. We are among the top Chartered Accountant firms in terms of professional practices in Islamabad based on following parameters.

- We have two offices (Sector G-8 and DHA) in Islamabad and also have our presence in Karachi and Peshawar. Overall, we are a team of more than 75 professionals providing various services through our four offices (two Islamabad, one each in Karachi and Peshawar).
- We understand this team strength in tax department is available only to 03 other chartered accountant firms in Islamabad.
- We have a tax based corporate clientele of more than 100 companies while other than corporate clientele exceeds 500.
- We understand that such tax-based portfolio of clients is only available to three other firms in Islamabad.

Our Core Team

Name	Designation	Qualification	Experience (Years)
Sharif Uddin Khilji, FCA	Partner	Chartered Accountant	23
Muhammad Waheed Iqbal, FCA	Partner	Chartered Accountant	20
Rahat Gul, FCA	Partner	Chartered Accountant	19
Imran Afzal, ACA	Director	Chartered Accountant	14
Mansoor Afzal, FCMA	Director (Lahore Operations)	FCMA	22
Muhammad Sohaib	Advisor	LL.M, (LL.B)	16
Naeem Ul Haq	Advisor	L.L.B	10
Faheem Ul Haq	Advisor	L.L.B	6
Imran Ul Haq	Advisor	L.L.B	5
Ajmal Khan	Consultant	CA Finalist	19
Atif Saeed	Consultant	CA Finalist	19
Syed Asim Habib	Senior Manager HR and Business Development	MBA	15
Nauman ul Qadeer	Senior Manager Consulting and Corporate Affairs	CA Part qualified	10
Abdul Hafeez	Senior Manager Taxation and Corporate Advisory Services	CA Part qualified, MBA Finance	12

Our Core Team

Saif Uddin Khilji	Senior Manager Taxation and Corporate Services	CA Part qualified LLB (in process)	11
Ahmad Yar Khan	Senior Manager Audit & Assurance Services	CA Part qualified	9
Muhammad Agha Mudassar	Manager Taxation, Accounting and Corporate Services	ACCA Member	9
Muhammad Kaleem, ACPA	Manager Taxation and Corporate Services	CA Inter, M.Com, Associate Certified Public Accountant	7
Muhammad Shafaat Ali	Manager Accounting, Tax and Corporate Services	Master Accounting & Finance CA Part qualified, CPA (In progress)	6
Muhammad Mohsin Alizai	Manager Taxation and Corporate Services	CA Finalist	5
Ijaz Ahmed Tadjak	Manager Audit	CA (In progress)	5
Idris Khan	Assistant Manager Internal Audit)	ACCA Member	4
Wasim Roshan	Supervisor (Tax)	CA (in progress)	4
Saqib Saeed	Supervisor (Tax)	Msc Economics	4
Basir Dawer	Supervisor (Tax)	CA Part Qualified	4

Our Team Strength



Team of 80 + professionals



3 Partners, 6 Advisors, 15
Senior Managerial Staff

Why us!



- **BALANCED MANAGER TO CLIENTS RATIO; CLIENT FOCUS AND ENSURE HIGH LEVEL OF SERVICES**
- **EFFICIENT AND COST COMPETITIVE**

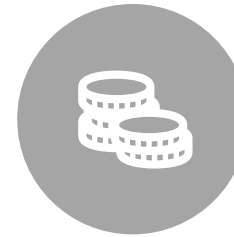
We support clients in various Industries



Our Services



AUDIT AND
ASSURANCE



TAXATION



BUSINESS
ADVISORY



ENTERPRISE RISK
MANAGEMENT



HUMAN CAPITAL
ADVISORY



OUTSOURCING

Audit and Assurance

We understand the importance of quality and context of information for the stakeholders, investors and decision makers. Our experienced team provide independent assurance services for the businesses to increase transparency and quality of information. Our services include;

Statutory audits

Internal auditing

Management auditing

Project auditing

E&P auditing-JV & Non-operations Entities

Transfer Pricing Audit

Secretarial audit

Propriety audit

Stock verification

Tax Reviews and Audits

Revenue Audit

Due Diligence

Taxation

We advise and help our clients by identifying, designing and implementing integral tax strategies that efficiently allow for compliance with local and international regulations. Our main areas of service include;

Corporate tax compliance and reporting

Tax planning

Preparation and filing of annual and periodical tax returns

Withholding tax compliance

Providing consultancy services for solicitation of 154A exemption extended by FBR to IT sector

Tax assessment cases

Personal taxation

Tax planning for individuals, families and estates, trusts and corporate bodies consistent with laws as applicable

Tax planning for executive compensation package and fringe benefits

Advices and assistance for preparation of and filing of annual and periodical tax Returns with the tax authorities

Assistance in employers' meeting withholding tax obligations and periodical returns compliance

Taxation

Indirect taxes –
VAT/Sales
Tax/Service
tax/Professional
tax

Registration, Filing of returns of VAT/Sales tax and Service Tax, Assessment Cases

Planning for benefit optimization and counseling for structuring of business operations, transactions, pricing structures, distribution network procurement channels and incentive and discount policies

Counseling and advise on indirect tax issues on a continuing basis

Advices and assistance in pursuing claim for adjustment of input and output taxes.

Excise/ Customs
& Other related
duties

Registration, Filing of returns of Excise, Assessment Cases, Consultancy in related matters

International
Taxation

Foreign Exchange Management Act (FEMA)

Transfer Pricing Audit

Double Tax Avoidance Agreement (DTAA)

Advance Rulings (AAR)

Withholding Tax

Business Advisory/ Consultancy

We provide business advisory services to companies and investors, originating and executing transactions. Our services include;

Financial Reporting and Tax Planning Assignments with Gaarana Group and Squarenine International.

Consultancy Services to prepare/ review the application and its submission for license as zone enterprise by the Company with STZA

Purchase price allocation Assignment (Oil and Gas Sector) for Al-Haaj Group

Consultancy to recommend optimal legal and corporate structures for Nutrition International to operate a country office in Pakistan for Nutrition International

Acted as consultant on original drafting Law for Special Economic Zone Authority

Public Private Partnership

Financial modeling services

Corporate Strategic planning

Tariff studies and economic regulation

Profit and performance management strategies

Portfolio management

Market research and surveys

Corporate recovery and turnaround services

Benchmarking

Enterprise Risk Management

In an environment in which risks are proliferating, shareholders are demanding growth, and first movers are expanding rapidly into new markets, many leaders recognize that implementing an enterprise risk management (ERM) program is becoming an urgent business priority.

Business imperatives, regulatory requirements, and rating agency monitoring are prompting a new focus on ERM. In response to external pressures, many board members are expecting their management teams to implement an effective ERM program. Consequently, many leaders are seeking guidance in developing a practical approach to ERM – an approach that is tailored to their culture and structure, aligned with their business strategy, embedded in their business processes, and focused on their most critical risks. Our services include;

Internal Audits and Controls Review

Risk Management Advisory

Management Audit

Human Capital

Believing that a talented and motivated workforce is the foundation of a successful enterprise. Our mission is to help clients effectively acquire and deploy its human capital resources. Our main areas of service include:

Planning and Administrative Area

Talent and Performance

Definition of Competency Models

360° Performance Evaluation

Career and Succession Plans

Talent Management

Organizational Transformation

Change Management

Outplacement

Position Manuals

Organizational Climate

Organizational Design

Transformation of Human Resources

Strategic Planning and HR Alignment

Shared Services

Adoption of Technology

Compensation & Benefits

Specialized Salary Surveys

Job Pricing

Design of Wage Scales and

Compensation

Design of Strategy and Compensation Systems

Human Capital

Operational Area

Recruitment and Selection (full process)

Headhunting

Socioeconomic Studies

Verification of Work and Personal References

Competency-based interviews

Training and Skill Development

Our professionals specializing in a variety of subjects, in particular, those related to finance function provide training and conduct workshop on issues of topical interest. Such training sessions and events are client specific or are organized for a multi-interest audience.

Training and Skills Development

Khilji & Co. and its team of professionals have successfully organized and delivered trainings;

- Finance for non-finance managers
- Bookkeeping
- Understand the Financial Statements
- Preparation and presentation of financial statements of NGOs
- Financial ratios and their use
- Corporate Finance
- Financial Management
- Financial Modeling
- Budget preparation and monitoring
- Enterprise Risk Management
- Salary and Non-Salary Taxation
- Taxation of Businesses
- Income tax compliance
- Sales Tax including provincial sales tax
- Company Incorporation and Annual Filing of Returns
- SECP reporting and compliance
- International Financial Reporting Standards
- IFRS Conversions from SOPCA to IFRS.
- International Standards on Auditing including audit techniques
- Internal auditing and reporting
- Accelerate prosperity for SMEs
- Young graduate development including career counseling and communication skills
- British Council DICE, Finance and Compliance
- FACEBOOK Lead Trainer

Outsourcing Services

Today the companies are operating businesses in a more competitive environment and have to adapt to fast changing market.

We at **Khilji & Co.** with a dedicated and specialized team help companies to outsource their support functions so that they can focus their resources more specifically towards their core business functions, helping them to gain competitive advantage in the market.

Outsourcing Services

Khilji & Co. offers broad spectrum of services which help companies to reduce costs, increase efficiency and focus on core business functions;

Taxation

Payroll

Preparation of Financial Statements

Accounts Payable

Accounts Receivable

Bookkeeping

Fixed Assets

Internal Auditing

Enterprise Risk Management

Corporate and Secretarial

Financial analysis

Budget preparation

Services for Power Sector

We are specialized in providing specific services to power generation, transmission, distribution, wheeling activities;

Due diligence

Feasibility studies

Equity and debt financing arrangements

Negotiations with stakeholders including NOCs/approvals from regulatory bodies

Review and development of bankable business models

Assist in preparation of Tariff petition, presentation to NEPRA, submission of replies and justifying various claims, coordination with NEPRA for issuance of tariff determination

Assist in preparation and presentation of motion for leave for review against decision/determination of NEPRA

Assist in preparation and presentation of tariff determination request at COD stage to NEPRA

Other Services

Khilji & Co. offers broad spectrum of services which help companies to reduce costs, increase efficiency and focus on core business functions;

Advisory Services for Corporates compliance and reporting

Incorporation of Companies, maintenance of secretarial books & records filling of returns with SECP.

Meetings, minutes and secretarial assistance to companies.

BOI listings

Licensing

Organizational designing

Registration services for Partnerships, Limited Liability Partnership, Societies, NGOs, Charitable Trusts

Trademark/copyright

Advisory services and support to Trusts Foundations, NGOs and other forms of “Not for Profit Organizations”

Partners Contact

Partners	Cell No.	Email ID
Sharif Uddin Khilji, FCA	+92 335 6288852	sharif.khilji@khilji.net.pk
Muhammad Waheed Iqbal, FCA	+92 300 5277500	waheed.iqbal@khilji.net.pk
Rahat Gul, FCA	+92 345 8562399	rahat.gul@khilji.net.pk

TECHNOLOGY PARTNER

**KHILJI & CO HAS ALSO A
TECHNOLOGY PARTNER
WITH AN ASSOCIATED
ENTITY. THIS ENTITY HAS
OFFICES IN ISLAMABAD,
PESHAWAR, LAHORE AND
KARACHI.**

Offices

HEAD OFFICE

- Plot 2, Mezzanine Floor, Khumrail Plaza, I&T Center Street 22, Sector G-8/4, Islamabad
- Tel: +92 51 2253303-6 Email: info@khilji.net.pk

BRANCH OFFICE (PESHAWAR)

- Flat No. 203, Second Floor, Creative House, Phase 3 Chowk, Main Jamrud Road, Peshawar
- Tel: +92 91 5611714

BRANCH OFFICE (DHA II ISB)

- Plot No 16, Second Floor, Sector A, Iqbal Boulevard, Defence Housing Authority, Phase II, Islamabad
- Tel: 051-4710380

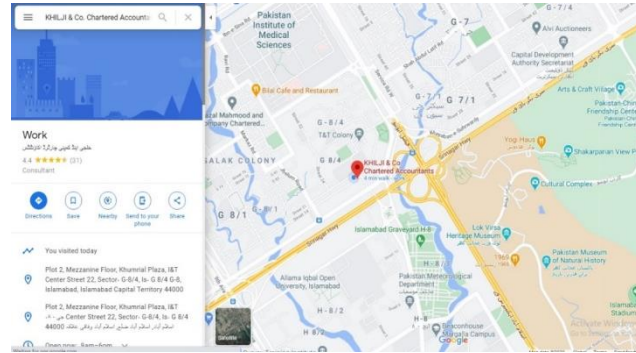
ASSOCIATE OFFICE (KARACHI)

- Office No G-15, Mezzanine Floor, Spanish Homes, Main Korangi Road, Phase 1, DHA, Karachi

ASSOCIATE OFFICE (LAHORE)

- Level 1, Huma's Arcade, 55-D Commercial, DHA Phase XII (EME), Multan Road, Lahore.

Offices





Clients

International

- China Zhenhua Oil Company Limited -Pakistan Branch
- Oxford Policy Management Limited
- Nutrition International
- China Civil Engineering Construction Corporation
- China Gansu International Corporation for Economic and Technical Cooperation – Liaison Office Pakistan
- China Three Gorges South Asia Investment Ltd
- Polish Oil & Gas Company - Pakistan Branch
- MTBC - Medical Transcription and Billing Company
- CESVI (Italian, "cooperazione e sviluppo", cooperation and development)
- Médecins du Monde Pakistan

Power, Oil & Gas

- Al -Haj Enterprises (Private) Limited
- Asia Resources Oil Limited
- Black Gold Oilfield Services (Private) Limited
- Bow Energy Resources (Private) Limited
- Dana Energy
- Eastern Drilling Services (Private) Limited
- General Petroleum (Private) Limited
- Geo Spec Services DMCC Pakistan Branch
- Gulf Petroleum Exploration Pakistan Limited

- Hycarbex - American Energy Inc.
- Independent Oil Tools BV - Pakistan Branch
- Inter State Gas Systems (Private) Limited
- Karot Power Company (Private) Limited
- Khyber Pakhtunkhwa Oil and Gas Company Limited
- Khyber Refinery (Private) Limited
- Kohala Hydro Company (Private) Limited
- Mahl Power Company (Private) Limited
- OPI Gas (Private) Limited
- Orient Petroleum Inc.
- Pakhtunkhwa Energy Development Organization
- Pakhtunkhwa Energy Development Organization
- Petroleum Exploration Limited
- Petroleum Technology Solutions (Private) Limited
- Polish Oil & Gas Company - Pakistan Branch
- Rally Energy Safedkoh Ltd
- Rutledge Omni Services Pte Ltd – Pakistan Office
- Shandong Hi-speed Pakistan Development Co. (Private) Limited
- SPEC (Private Ltd
- SPEC Energy DMCC - Pakistan Branch
- SPEC Gases (Private) Limited
- SPEC PEB (Private Limited)

Power, Oil & Gas

- SPEC Petroleum (Private) Limited
- Sun Services (Private) Limited
- SUNGAS (Private) Limited
- Three Gorges First Wind Farm (Private) Ltd.
- Three Gorges Second Wind Farm (Private) Ltd.
- Tullow Pakistan (Developments) Limited
- Zaver Mining Company (Private) Limited
- Zaver Petroleum Corporation (Private) Limited
- Zaver Power (Private) Limited

Telecommunication & Information Technology

- **PAKISTAN MOBILE COMMUNICATIONS LIMITED (JAZZ)**
- P@SHA (Pakistan Software Houses Association for IT and ITES)
- Step Robotics (Private) Limited
- Agnitus (Private) Limited
- Ain Production (Private) Limited
- Air Tango (Private) Limited
- Alpha Star (Private) Limited
- Archive Technologies (Private) Limited
- Ark Consulting (Private) Limited
- AXI Reach
- Breekom (Private) Limited
- Business Analytics (Private) Limited
- Datanalytech (Private) Limited

- Dataoro Analytics (Private) Limited
- DHAI-Teleman (Private) Limited
- Effective Business Solutions (Private) Limited
- EnterpriseDB PK (SMC- Private) Limited
- Esoteric Automation & Control Technologies (Private) Limited
- Hitrade Industries (Private) Limited
- ID-WARE SMC(Pvt) Limited
- IENGINEERING (Private) Limited
- KDM Data & Digital (Private) Limited
- Keystone Consulting (Private) Limited
- LMK Resources Pakistan (Private) Limited
- LMKT (Private) Limited
- MTBC - Medical Transcription and Billing Company
- Pak Datacom Limited
- Pak Telecom Mobile Limited (Ufone)
- Polygrade (Private) Limited
- Prompto (Private) Limited
- QUIXEL Solutions
- S&T Solutions (Private) Limited
- Sky Telecom (Private) Limited
- Soulco Pakistan (Private) Limited
- SPREEVEL INC
- Stark Enterprises (Private) Limited
- Maritime Science and Technology Park
- Rapidev
- Datarocx Group of Companies

Telecommunication & Information Technology

- SV Engineering and Sourcing (SMC-Private) Limited
- Synkology (Private) Limited
- Tek-Oro (Private) Limited
- Veemed Technologies (Private) Limited
- Wasabi Technologies
- Vivacity Beyond (Pvt) Ltd.
- Frag Games (Pvt) Ltd.
- Vivacity Beyond (Pvt) Ltd.
- Orkatok Private Limited
- I-Gate Technologies
- Flourish Tech SMC (Private) Limited
- Pak-Austria Fachhochschule: Institute of Applied Sciences and Technology

Development Sector / Non-Profit Organizations

- Aasara E Adal O Noor (AAN)
- Action Action Hunger
- Adam Smith International
- Al-Haj Shoukat Shaheed Foundation
- Ghazi Barotha Taraqiati Idara (GBTI)
- Helping Hand for Relief and Development
- Hope 87
- Institute of Regional Studies
- Japan International Cooperation Agency (JICA)
- Pakistan Humanitarian Forum

- Mercy Corps
Khilji & Co.

- Leadership For Environment And Development Pakistan
- Médecins du Monde Pakistan
- Moqa Foundation
- National Disaster Risk Management Fund (NDRMF)
- National Rural Support Programme (NRSP)
- Nutrition International
- OGDCL Officers' Association
- Oxford Policy Management Limited
- Pakistan Agile Development Society
- Pakistan Humanitarian Forum
- Phacet Trust
- SACH – Struggle for Change
- Shaheen Foundation
- Society for the Protection of the Rights of the Child (SPARC)
- Society of Sustainable Development
- Tetra Tech Inc.
- Care International in PAKistan
- The Indus Entrepreneurs (TiE)
- Zafar Ikram Sheikh Foundation
- AWF (Private) Limited
- BRAC Pakistan
- CESVI (Italian, "cooperazione e sviluppo", cooperation and development)
- Children's Global Network – Pakistan (Guarantee) Limited
- Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) Gmbh
- Junior Jinnah Trust

Real Estate & Construction

- 9 Squares (Private) Limited
- Amazon Mall (SMC-Private) Limited
- Anhui Construction Engineering Group Company Limited Pakistan Branch
- Blue Fin construction & Engineering (Private) Limited
- CGICOP Pakistan (Private) Limited
- Changjiang Survey Planning Design and Research Co (CSPDR)
- China Civil Engineering Construction Corporation Pakistan Branch
- China State Construction Engineering Corporation Pakistan (Private) Limited
- Creative Engineering
- Designtecture
- DHAI Development and Engineering Services (Private) Limited
- Dynast Associates
- Eaglegate Properties (Private) Limited
- Estate Agency-21 International (Private) Limited
- Ethmar Contractors Company (Private) Limited
- Etihad Contractors (SMC-Private) Limited
- Graana (Private) Limited
- HB Construction (Private) Limited
- Hussain Mehdi Brothers
- Imarat Group
- IMI Engineering & Construction (Private) Limited
- Jageer (Private) Limited

- Landmark Marketing (Private) Limited
- Medinat Zafar Holding (Private) Limited
- Nasir Design & Architecture Services (Private) Limited
- Nawara Constructions (Private) Limited
- Pearl Real Estate Holdings (Private) Limited
- Retail Impact (Private) Limited
- SAMBU Construction Co Limited
- Scion Builders
- The Second Construction Co Ltd of China Construction Third Engineering Bureau
- Win-Win Marketing & Developers
- Square Nine International

Government / Public Sector

- Khyber Pakhtunkhwa Oil and Gas Company Limited
- Institute of Regional Studies
- Inter State Gas Solutions Systems (Private) Ltd
- National Disaster Risk Management Fund (NDRMF)
- National Rural Support Programme
- Pakhtunkhwa Energy Development Organization
- REDAMCO
- Shalimar Recording & Broadcasting Company Limited
- Strengthening Participatory Organization

FMCG

- Best Feed (Private) Limited
- Fauji Meat Limited
- Himalaya Waters (Private) Limited
- Homeland Mart
- J-Mart (Private) Limited
- Unique Poultry International (Private) Limited

Health

- Cardiac Family (Private) Limited
- Fatima Diagnostics and Medical Complex (SMC-Private) Limited
- Idea Lab Venture (Private) Limited
- MedAsk (Private) Limited
- Universal Life Sciences (Private) Limited

Hospitality & Tourism

- Altitude Aviation (Private) Limited
- China Southern Airline Company Limited
- DHA Club (Private) Limited
- Etimad (Private) Limited
- Pakistan Services Limited
- Pearl Tours & Travels (Private) Limited
- Secure Logistics Group (Private) Limited

- SPEC Aviation Services (Private) Limited
- Vega Modern Travel Solutions (Private) Limited

Education

- **EMS High School**
- Anglo Arabic Schools
- Institute of Space Technology
- Oxford Policy Management Limited
- Pak Turk International School
- ROOTS International Schools
- ZAWIYA Academy
- Pak-Austria Fachhochschule: Institute of Applied Sciences and Technology

Gratuity and Provident Fund

- Adam Smith International
- BRAC Pakistan
- Human Development Foundation
- IENGINEERING (Private) Limited
- Inter State Gas Systems (Private) Limited
- Leadership For Environment And Development Pakistan
- LMK Resources Pakistan (Private) Limited
- OPI Gas (Private) Limited
- Pak Datacom Limited
- Polish Oil & Gas Company - Pakistan Branch

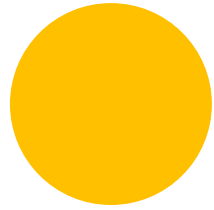
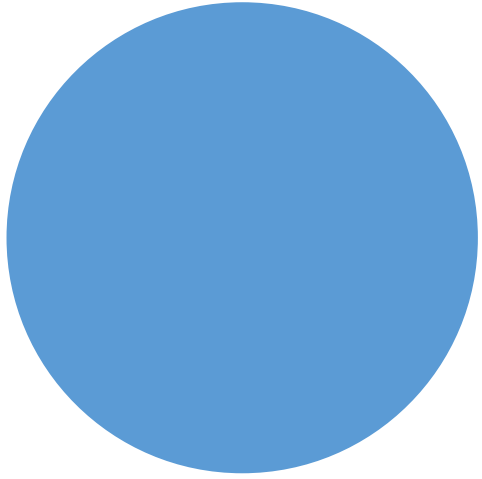
Gratuity and Provident Fund

- Fauji Meat Limited
- Fauji Security Services (Private) Limited
- Institute of Space Technology
- Inter State Gas Solutions Systems (Private) Ltd
- Karakoram Security Services (Private) Limited
- MedAsk (Private) Limited
- OGDCL Officers' Association
- Pakistan Facilities Management (Private) Limited
- Shalimar Recording & Broadcasting Company Limited
- Strengthening Participatory Organization

Others

- Advance Marketing (Private) Limited
- Awf (Private) Limited
- Café Garage
- Ever Ready Security Management (Private) Limited
- Exim Consulting Trade (SMC- Private) Limited
- Fauji Security Services (Private) Limited
- Secure Logistics (Private) Limited
- Fist Security (Private) Limited
- Forte Associates
- Karakoram Security Services (Private) Limited
- Kestral Trading

- Nadeem Enterprises
- Nawara import/ export
- Pakistan Facilities Management (Private) Limited
- PelicanX Consult & Engineers (Private) Ltd
- Standard Brands (Private) Limited



THANK YOU!