



Service Summary

Payroll Outsourcing
Book Keeping
Finance & Tax Consulting
SOX, IFRS & ESOP
Consulting

Benefits

One touch point
Automated 24/7 services
Free trial
Confidentiality
Competitive price
Protection of data
Customization
Individual access
Quick response time

Select Client List

Air Deccan
Mera Healthcare
NDS
Jupiter Infra
Abacus (Seychelles)
Mega Power Solutions
Indus Financial

Client Speak

“SOAIS has helped us in saving precious time and money, which when put in other crucial areas has helped us retain our focus again. Their services have been exemplary.”

Are you missing something important?

According to a study by Boston Consulting Group, companies **save \$ 1.7 Billion annually** by outsourcing their services. **Are you a part of this saving as well?**

What are the benefits of outsourcing/co-sourcing beyond cost savings?

Process outsourcing gives freedom to organizations to focus more time, energy and resources on building the company's core business by freeing up its resources. This improves productivity, reduces time to market and bolsters adaptability. It also ushers in continuity by eliminating the risk of attrition which results in saving time and training costs. Simultaneously companies gain access to better technology and 24/7 services. Co-sourcing on the other hand aids in retaining the ownership and flow of sensitive data.

What services and corresponding benefits do we provide in this domain?

Our services comprise of Payroll Outsourcing, Finance & Accounting Outsourcing, Tax Services, Advisory Services and Specialized Services.

Payroll Services

- Intranet/Web accessibility with firewall protection
- SSL encryption and auto backup
- Built in claims/tax declaration management
- Integrated with time and attendance applications
- Remotely view, print and email all statutory compliance reports, forms and returns at the click of a button
- Customized integration with other applications like Excel (import/export)
- Leave Management

Benefits

- Online benefits/loans/reimbursement tracking
- E-enable access to all employees to their payroll data
- Enable employees to view, change and update important personal information online
- Enable employees to mix and match their salary components to maximize tax benefits in real time
- Confidentiality, data protection and restoration

Finance & Accounting Services

- Appraisal of operations, accounting controls and internal controls
- Timely assurance on legal compliance and management control frameworks
- Forensic Accounting
- Accounts Receivable/Payable management and analysis
- Reconciliation services
- Fixed asset accounting & management
- Budgeting/Forecasting
- MIS reporting
- Financial Statement preparation.

Benefits

- Cost savings by transferring internal processes
- Better reporting environment and compliance structure
- A wider perspective on the financial condition of the company
- Faster and better processing of reports
- Allows you to focus on core areas, by freeing your resources
- Facilitating automation of processes
- Continuity of Service

Delivery Mechanism

Due diligence on existing processes



Select functions which need to be outsourced



Select the delivery framework after risk assessment



Establish guidelines/process for service delivery



Implement after successful pilot run

Tax Services

- Tax management & planning
- Tax law compliance
- Structuring business transactions
- Formulating transfer pricing guidelines
- Fringe Benefit tax compliance/planning
- TDS & TCS compliance/planning
- Preparation/review of tax returns
- Preparation of appeals
- Gift/Wealth tax matters
- Securing various registrations

Benefits

- Minimization of tax incidence
- Consolidation of transactions resulting in better focus and review
- Comprehensive tax planning resulting in predictable forecast
- Easy transition to compliance with new laws and legislation
- Simplifying complex tax matters for better comprehension

Advisory Services

- Regulatory Reporting & Compliance
- Fund Raising
- Mergers and Acquisitions
- Project Financing
- Project report preparation
- Due diligence
- Business / Share valuation
- Incorporating private/public companies
- Conversion of private/public limited companies to public/private limited companies

Benefits

- Up to date information on regulatory and compliance issues
- Facilitating the planning process
- Aiding entrepreneurs in setting up and running companies professionally
- Aiding companies in unlocking value
- Helping companies adapt to changing legal and economic environment

Specialized Services

- IFRS compliance & implementation
- SOX compliance & implementation
- ESOP strategies & implementation

Benefits

- Convergence to new standards
- Streamlining internal controls
- Driving best practices
- Aiding in talent retention

BOT (Build Operate Transfer)

To lower costs, attract talent and protect IP, a large number of US and European corporations are moving operational components offshore to India. Unfortunately, many are not realizing their business goals, with some even forced to shut down to execution problems related to unforeseen, 'in-country' challenges. Our Build Operate Transfer model offers an attractive alternate by shifting this burden to us. This process involves setting up facility and infrastructure (Build), maintaining and managing operations (Operate) and finally transferring (Transfer) operational control to the client.

Contact us to know more on how we can save costs and harness true potential:

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Can the services be described through a Case Study?

Of course. One of our clients, an aviation giant was facing problems managing employee labor tax compliance issues, which included problems in collecting, collating employee savings declaration and proof, problems in keeping track of declarations given. Time too was not being properly utilized as a large part of that was going towards addressing employee queries on payroll and income tax matters. We stepped in by providing a single touch point for all labor related issues, designed an automated self-service declaration process which helped employees address their tax issues. We also provided a dedicated help line e-mail to address all employee issues and also provided tax advice on a one-on-one basis. This helped the company in streamlining its HR function which had a positive impact on its overall processes and productivity.

Why should you choose us?

- Measurable KPIs in terms of time, well defined processes and productivity.
- Structured approach to outsourcing and co-sourcing thus reducing pitfalls.
- Competitive price model to suit varied and unique client requirements.