

Chunder Khator & Associates, Chartered Accountants

Profile

1. Firm Overview:

Introduction

Chunder Khator & Associates, established nearly three decades ago, is a premier Chartered Accountancy firm known for its excellence and integrity in delivering comprehensive financial and advisory services. With a team of 9 partners and approximately 100 skilled professionals, including qualified and semi-qualified staff and dedicated articles, our firm operates from its headquarters in Kolkata with branches in Mumbai, Chennai, Bengaluru, and an international office in Dubai.

Our firm is structured into six specialized divisions – Direct Tax, Indirect Tax, Company Law, Audit, Consultancy, and Information Technology – each led by highly experienced professionals with over 20 years of expertise in their respective fields. As a Category 1 firm on the RBI's panel of auditors and registered with the Comptroller and Auditor General (CAG), we bring unmatched proficiency to a diverse clientele. Since 2018, we have proudly served as the trusted auditors for the Royal Audit Authority (RAA) of Bhutan, underscoring our international presence and commitment to excellence.

Mission

To deliver exceptional and dependable chartered accounting services with unwavering commitment to integrity, professionalism, and excellence. Established in 1994, our firm stands dedicated to upholding the highest standards of ethical conduct, while providing insightful financial solutions that empower our clients, inspire fellow professionals, and support the growth of future Chartered Accountants.

Vision

To be a distinguished leader in the Chartered Accounting profession, recognized for our expertise, values-driven approach, and the quality of our service. We envision a future where our firm is a trusted partner to clients, a role model in professional ethics, and a guiding force in the development of the next generation of Chartered Accountants.

Founding and Establishment

Chunder Khator & Associates was founded on 24.01.1994 by two visionary partners, CA Suvendu Chunder and CA Rishi Khator, who embarked on a mission to build a firm rooted in expertise, integrity, and professionalism. Starting with just two partners and a small team of dedicated professionals, the firm has grown exponentially, now boasting 9 partners and

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nearly 100 qualified and semi-qualified assistants. From its headquarters in Kolkata, the firm has expanded its reach with branches in Mumbai, Chennai, Bengaluru, and an overseas office in Dubai.

Over the years, Chunder Khator & Associates has achieved several significant milestones, including major audits for esteemed clients such as Tata, Mitsubishi, ITC, Tega Industries, and Spencers, as well as high-impact Bank and CAG audits. Our international assignments, including engagements with Indo Rama in Thailand and the Royal Audit Authority in Bhutan, highlight our global expertise and commitment to excellence. This journey from humble beginnings to a trusted name in the field reflects our dedication to exceptional client service and professional growth.

Business/Legal Structure

Our firm is a partnership firm. We attach our latest Firm Card as provided by ICAI, Firm Certificate as provided by the ICAI, the GST registration certificate, the Professional Tax Registration Certificate and the MSME registration certificate for your perusal. Our firm registration no. with ICAI is **322463E**.

Location and Reach

The firm is having its headquarters in Central Kolkata. The address of the head office is given below :

**10A, British Indian Street,
Ground & First Floor,
Kolkata – 700 069.**

Branches at :

Mumbai
Chennai
Kolkata
Dubai

2. Services Offered:

- 1. Audit & Assurance :** We are specialized into undertaking statutory and internal audits which provide value add to our clients. It helps to identify the areas having greater risk of operation and evaluate the controls in the area. By using substantive and compliance testing we report whether the controls are in place. We use most modern techniques for audit including use of ACL software for doing analysis through CAAT Tools. We also undertake tax audit, management audit, revenue audit and concurrent audit, Compliance Audits, Forensic Audits, Risk Management and Internal Control Reviews and Agreed upon Procedures which varies from Client to client depending upon the requirement.
- 2. Information Technology :** This division provides services in the field of information technology. We have recently been appointed as the Systems Auditor of the IIT

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Kharagpur. We have also provided value added services in this field of specialization for Indo Rama Group of Companies consisting of Indo Rama Chemicals, Indo Rama Textiles, Woolworth and Uniworth. We have provided similar services to companies like Tata Global Beverages, Modern High School for Girls, St. Xaviers' School, Konsumex Ltd, and several public sector banks.

3. **Indirect Taxation** : Our indirect tax division takes care of GST Liability computation, filing of GST returns, Input Tax Credit reconciliation between GSTR 3B filed by client and the GSTR 2A or GSTR 6A auto-populated in the GST portal. Apart from these we represent clients in the departmental audits, assessment proceedings, appellate proceedings upto the income tax appellate tribunal.
4. **Consultancy** : This division undertakes various value added consultancy. Physical verification of fixed assets, Physical verification of Inventories, Valuation of fixed assets, Compliance of IFRS, Due diligence study, strategic planning, road map for exit, ABC categorization of expenses, evaluation of projects, verification of Marcom expenditure, handling of various functional areas as outsourced agencies, valuation of assets, valuation of shares, fall within this category of service provided. We have specialized persons to undertake valuation of assets, who are appropriately trained and are empaneled with various Government and Semi-Government Authorities.
5. **Direct Taxes** : We are undertaking direct tax consultancy for various organizations. The services provided include computation of corporate taxes, Transfer Pricing, tax planning, TDS computation, TDS returns and handling of litigations.
6. **Company Law** : This division looks into the matters of formation of company, filing of ROC returns, conversion of private limited companies into LLP, guidance on all matters relating to the company law.

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3. Industry Expertise:

Sector Specialization

Name of Industry	Name of Client	Name of Signing Partner
Fast Moving Consumer Goods	ITC Ltd	Suvendu Chunder
	Marico Industries	Rishi Khator
	Sunrise Ltd	Gautam Basu
	Mondelez India Ltd	Rishi Khator
Engineering	Mitsubishi Heavy Industries	Suvendu Chunder
	Motovario Gear Solutions (Wholly owned Italian Company)	Gautam Basu
Chemical	Mitsubishi Chemicals	Suvendu Chunder
Power	WBSEDCL, WBSETCL	Anubrata Gangoly
Hotel	ITC Sonar	Anirudha Banerjee
Oil	Indian Oil Petronas Pvt. Ltd	Gautam Basu
Tea	Tata Global Beverages Ltd	Suvendu Chunder
Telecom Sector	Bharti Mobitel Ltd	Rishi Khator
	Tata Tele-services Ltd	Suvendu Chunder
Agricultural Machinery	Premier Irrigation Adritech Ltd	Anubrata Gangoly
Software	Bosenet Ltd (branch of an UK company)	Suvendu Chunder
	Ciant Corporation USA	Suvendu Chunder
Steel	Tata Steel Ltd	Suvendu Chunder
Banking and Finance	Several banks in the Public and Private Sector	Suvendu Chunder, Rishi Khator, Gautam Basu, Anubrata Gangoly
Tea Regulatory Authority	Tea Board of India	Suvendu Chunder
Educational	IIT Kharagpur	Suvendu Chunder

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Relevant Experience

Public Sector Experience

Name of the Company	Division	Nature of Work Done
National Insurance Co. Ltd	Audit & Assurance	Statutory Branch Audit
Gun Shell Factory	Consultancy	Tax Consultancy
KIOCL Ltd	Consultancy	Development of comprehensive departmental manual
Tea Board of India	Consultancy	Development of accounting manual
West Bengal State Seed Corp Ltd	Consultancy	Preparation of monthly Accounts
Webel Mediatronix Ltd	Consultancy	Financial Consultancy
WBSEDCL	Audit & Assurance	Internal audit on labour law Compliance
WBSETCL	Audit & Assurance	Internal audit
Airport Authority of India	Audit & Assurance	Internal audit
Eastern Coalfields Ltd	Audit & Assurance	Internal audit
India Power Corporation Ltd	Consultancy	Fixed Asset Verification
Directorate of School Education Govt. of West Bengal	Audit & Assurance	Statutory audit of various schools in West Bengal
Creative Museum Designers	Audit & Assurance	Statutory Audit
District Library Officer Government of West Bengal	Audit & Assurance	Statutory Audit of various district libraries in West Bengal
New India Assurance	Audit & Assurance	Statutory Audit
West Bengal Live Stock Dev. Processing Corpn. Ltd	Audit & Assurance	Statutory Audit

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EXPERIENCE IN THE PRIVATE SECTOR

ITC Ltd	Audit & Assurance	Internal audit in the areas of Cash, Bank, GST and Statutory Compliances, MSK Audits, CSR Audits, Gratuity fund audits
Tata Steel Ltd.	Audit & Assurance	Customer account reconciliation
	Indirect Tax	GST reconciliation
Tata Downstream Ltd	Indirect Tax	GST reconciliation Monthly consultancy services
Tega Industries Ltd	Audit & Assurance Consultancy	Travel Expenditure Audit Monthly consultancy services Physical verification of inventories
MCPI Limited	Indirect Tax Consultancy	Indirect Tax Consultancy Valuation of Shares Certifications
Haldia Petrochemicals Ltd	Consultancy	Certifications
Premier Irrigation Adretect Ltd	Audit & Assurance	Internal Audit proceedings, appeals and department audits
Bosenet Ltd (Branch of a UK based company Involved in software research In India	Indirect Tax	Computation of GST liability Filing of GST returns, ITC reconciliation, GST related export formalities
IVGSL (An Indo Rama Group of Cos)	Indirect Tax	Computation of GST liability Filing of GST returns, ITC reconciliation, GST related export formalities
Finomial Technologies Pvt. Ltd	Indirect Tax	Computation of GST liability Filing of GST returns, ITC reconciliation, etc

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Spectrum Pvt Ltd	Indirect Tax	Computation of GST liability Filing of GST returns, ITC reconciliation, GST related export formalities
Kayal Infra	Indirect Tax	Computation of GST liability Filing of GST returns, ITC
ITC Hotels	Audit and Assurance	Internal Audit
Indian Oil Petronas Pvt. Ltd (50-50 joint venture between Indian Oil and Petronas Malaysia)	Audit & Assurance	Internal Audit
BMW Industries	Audit & Assurance	Internal Audit
Tata Teleservices Ltd	Audit & Assurance	ABC expenditure audit, Marcom expenditure audit, vendor reconciliation and consultancy
MRF Ltd	Indirect Tax	Preparation of GSTR-1 return for Assam, Manipur, Mizoram, Meghalaya, Bihar and West Bengal, preparation of GSTR-3B returns including reconciliation of GSTR-2A with purchase register.
Spencer's Retail Ltd (RPG Group)	Indirect Tax	Indirect tax consultancy reconciliation, GST related export formalities
Philips Carbon Black	Consultancy	Physical Verification and valuation of all fixed assets situated at 6 factories all over India and Head Office in Kolkata
Disherghar Power Supply Ltd	Consultancy	Physical Verification of fixed assets situated at factory located at Saktoria, rectification of fixed asset register and valuation

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Banking Sector Experience (Last 10 Years)

<u>Period</u>	<u>Nature of Audit</u>	<u>Bank</u>	<u>Branch</u>
<u>2013-14</u>	<u>Statutory Branch Audit</u>	UBI	<u>Overseas,</u> <u>C.R.Avenue &</u> <u>Burrabazar Branches</u> <u>Kolkata</u>
<u>2014-15</u>	<u>Statutory Branch Audit</u>	UBI	Nimta, Matia & Sohaihat, Barasat, Kolkata
<u>2015-16</u>	<u>Statutory Branch Audit</u>	UBI	Mumbai, Shilong & Panskura Branch
<u>Oct 2013-Sep 16</u>	<u>Concurrent Audit</u>	<u>Allahabad Bank</u>	<u>Kolkata Main Branch</u>
<u>Oct 2015-Sep 16</u>	<u>Concurrent Audit</u>	<u>UCO Bank</u>	<u>Mecheda Branch</u>
<u>July 16</u>	<u>Current Asset Audit</u>	<u>Vijaya Bank</u>	<u>Brabourne Road Br</u>
<u>2016-17</u>	<u>Statutory Audit</u>	<u>UBI</u>	<u>Chinchawad, Pune</u>
<u>2016-17</u>	<u>Statutory Audit</u>	<u>UBI</u>	<u>Khar West, Mumbai</u>
<u>2016-17</u>	<u>Statutory Audit</u>	<u>UBI</u>	<u>Asaf Ali Road, New</u> <u>Delhi</u>

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<u>2019-20</u>	<u>Statutory Audit</u>	<u>Andhra Bank</u>	<u>Kolkata Main</u>
<u>2019-20</u>	<u>Statutory Audit</u>	<u>Andhra Bank</u>	<u>Haldia Branch</u>
<u>2019-20</u>	<u>Statutory Audit</u>	<u>Andhra Bank</u>	<u>Asansol Branch</u>
<u>2020-21</u>	<u>Statutory Audit</u>	<u>Union Bank (Andhra Bank merged)</u>	<u>Eluru, Andhra Pradesh</u>
<u>2020-21</u>	<u>Statutory Audit</u>	<u>Union Bank (Andhra Bank merged)</u>	<u>Bhimavaram, Andhra Pradesh</u>
<u>2020-21</u>	<u>Statutory Audit</u>	<u>Union Bank (Andhra Bank merged)</u>	<u>Koyyalagudem Andhra Pradesh</u>
<u>2021-22</u>	<u>Statutory Audit</u>	<u>Union Bank</u>	<u>Bardwan</u>
<u>2022-23</u>	<u>Statutory Audit</u>	<u>Union Bank</u>	<u>Siliguri</u>
			<u>Dharamtolla, Salt Lake, Kolkata</u>
			<u>Siliguri</u>
<u>2023-24</u>	<u>Concurrent Audit</u>	<u>Central Bank of India</u>	<u>Salkia Branch</u>
<u>2023-24</u>	<u>Statutory Audit</u>	<u>State Bank of India</u>	<u>PBB Jubilee Hills Br.</u>
			<u>Serilingampally Br.</u>
			<u>Hyderabad</u>

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2024-25

Concurrent Audit

IDBI Bank

RPU-VKYC Kolkata

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Experience in Bhutan :

Empaneled with the Royal Audit Authority of Bhutan.

Conducted Statutory Audit of Bhutan Automation and Engineering Ltd for the year 2018, 2019 and 2020

Conducted Statutory Audit of Bhutan Polythene Co. Ltd 2021, 2022

Conducted Statutory Audit of Bhutan Silicon Metal Pvt. Ltd 2021, 2022

Conducted Statutory Audit of Bhutan Insurance Ltd 2021, 2022, 2023

Conducted Statutory Audit of Tashi Infocom Ltd 2021, 2022, 2023

Conducted Statutory Audit of Bhutan Breweries Pvt. Ltd 2021, 2022

Conducted Statutory Audit of Bhutan Ferro Alloys Ltd 2022, 2023

Conducted Statutory Audit of Tashiair Pvt. Ltd. 2021, 2022

Conducted Statutory Audit of Tashi Metals Pvt. Ltd. 2021, 2022

Conducted Statutory Audit of Drangchu Beverages Pvt. Ltd. 2022, 2023

Conducted Statutory Audit of Samdrubling Metals Pvt. Ltd. 2022

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4. Team Composition and Key Personnel:

Leadership Team:

Details of Partners

1.Name of Partner :

Suwendu Chunder

(Managing Partner)

Past Chairman, EIRC, ICAI (2009-10)

Past President, ISACA, Kolkata

Chapter

Past Convenor of CA ISA Study Circle, EIRC

- | | | |
|----|-------------------------------------|---|
| a) | Membership No. | 56093 |
| b) | Residential Address | 10B, British Indian Street,
Kolkata – 700 069 |
| c) | Partner in any Other Firm | No |
| d) | Status | Full Time Practice |
| e) | Date of Joining the Firm | 24.01.1994 |
| f) | CISA/DISA Qualified | Yes (Both) |
| g) | Qualifications : | B.Com(Hons), ACMA, FCA , DISA,
CISA |
| h) | Other Courses/Certification | Concurrent Audit Course (ICAI),
Forensic Audit Course (ICAI) |
| h) | Experience in Audit / Consultancy : | |

1988-93

Articled with M/s A.F.Ferguson & Co. During articleship and post qualification for one year, lead audit teams to various major banks like the Citibank, ANZ Grindlays Bank, Standard

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Chartered Bank, ABN Amro Bank and American Express Bank. Handled audits of various Treasury functions like reconciliation of the Nostro and Vostro Accounts, checking of hedging transactions, swap transactions, SWIFT transfers, Mutual Fund lendings, Call Money Account, REPO and REVERSE REPO, investment portfolio checking, Overnight exposure management, etc. Also handled audit of various Corporate Multi-nationals like Hindustan Lever Ltd, Siemens Ltd., Nestle Ltd, TISCO Ltd, TELCO Ltd., Cynamide India Ltd, Cadbury India Ltd and several others.

1994 till date

Undertaken several audits and consultancy work for various multi-national companies like Mitsubishi Heavy Industries, Mitsubishi Chemicals, Tata Teleservices Ltd, Heinz Ltd, Spencers Ltd, Cadbury India Ltd, ITC Ltd, International Travel House, ITC Sonar, Tata Steel Ltd, etc. and various public sector companies like WBSEDCL, WBSETCL, Tea Board of India, India Govt. Mint and Nationalized Banks like Allahabad Bank, UCO Bank, Bank of Baroda, UBI, Central Bank, Bank of India, etc. Presently he is the MANAGING PARTNER of the firm and is actively involved in the substantial growth of the firm. He is in overall control of all the activities of the firm.

2.	Name of Partner :	Rishi Khator
a)	Membership No.	56529
b)	Residential Address	544, 3 rd Floor, Block N, New Alipore Kolkata – 700 053
c)	Partner in any Other Firm	No
d)	Status	Full Time Practice
e)	Date of Joining the Firm	24.01.1994
f)	CISA/DISA Qualified	No
g)	Experience in Audit / Consultancy :	

1989-92

Articled with M/s A.F.Ferguson & Co. During articleship lead audit teams to various Corporate Multi-nationals like Hindustan Lever Ltd, Siemens Ltd., ANZ Grindlays Bank, Standard Chartered Bank, Excel Frits & Colours and several others.

1993-2010

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Undertaken several audits and consultancy work for various multi-national companies like Cadbury India Ltd, Lafarge India Ltd, Marico Industries Ltd, Wolestonehome International, Space Circle etc.

- 3. Name of Partner :** **Anubrata Gangoly**
- a) Membership No. 59014
- b) Residential Address 16/2, Temple Gardens, New Alipore,
Kolkata – 700 053
- c) Partner in any Other Firm No
- d) Status Full Time Practice
- e) Date of Joining the Firm 31.12.2010
- f) CISA/DISA Qualified Yes
- g) Experience in Audit / Consultancy : Having experience in audit
and consultancy in various multi
national and major corporate
entities in India, Have worked in
corporate houses like Reliance and
Lafarge.
- 4. Name of Partner :** **Asish Kumar Datta**
- a) Membership No. 55221
- b) Residential Address Laxmi, Flat C, No. 14, Old No. 23,
2nd Cross Street, Trustpuram,
Kodambakkam,
Chennai – 600 024
- c) Partner in any Other Firm No
- d) Status Part Time Practice
- e) Date of Joining the Firm 01.06.2007
- f) CISA/DISA Qualified No
- g) Experience in Audit / Consultancy : Having more than 20 years of
experience in audit
and consultancy in various multi
national and major corporate
entities in India including Cadbury

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India Ltd, Siemens Ltd and several others.

5. Name of Partner : **Amitava Mallick**
- a) Membership No. 011107
- b) Residential Address Plot No. 124, Block - F,
New Alipore,
Kolkata 700053
- c) Partner in any Other Firm No
- d) Status Full Time Practice
- e) Date of Joining the Firm 2.12.2013
- f) CISA/DISA Qualified No
- g) Experience in Audit / Consultancy : Having more than 30 years of
experience in
Industry, he was the Ex. Director and
CEO of Waldies Limited. He was
earlier in Gillanders Arbuthnot Ltd.
in the Tea sector. He is now in full
time practice with the firm.
6. Name of Partner : **Aniruddha Banerjee**
- a) Membership No. 050340
- b) Residential Address Flat No. 4, 1/218 Jodhpur Park,
Kolkata – 700068
- c) Partner in any Other Firm No
- d) Status Full Time Practice
- e) Date of Joining the Firm 8.7.2015
- f) CISA/DISA Qualified No
- g) Experience in Audit / Consultancy : Having more than 30 years of
experience in
Industry, he was the Resident
Director of Tata Steel Global
Holdings, Singapore. Waldies
Limited. He was earlier in Tata Steel.

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He is now partner in charge of our Dubai branch.

- 7. Name of Partner :** **Gautam Kumar Basu**
- a) Membership No. 50621
- b) Residential Address 4/1, Sankar Bose Road,
Chetla, Kolkata- 700027,
- c) Partner in any Other Firm No
- d) Status Full Time Practice
- e) Date of Joining the Firm 1.7.16
- f) CISA/DISA Qualified No
- g) Experience in Audit / Consultancy : Having more than 30 years of
experience in
Industry, he has held several senior positions in Tata Steel, Jamshedpur and other Tata group companies. He is now in full time practice with the firm.
- 8. Name of Partner :** **Ritwik Khator**
- a) Membership No. 314513
- b) Residential Address 544, 3rd Floor, Block N, New Alipore
Kolkata – 700 053
- c) Partner in any Other Firm No
- d) Status Full Time Practice
- e) Date of Joining the Firm 11.8.20
- f) CISA/DISA Qualified No
- g) Experience in Audit / Consultancy : Having one year articleship training
in Deloitte and
subsequent training in CKA, he is the young and dynamic partner of the firm who has joined the firm recently.
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9.	Name of Partner :	Kartikeyan Khator
a)	Membership No.	314585
b)	Residential Address	544, 3 rd Floor, Block N, New Alipore Kolkata – 700 053
c)	Partner in any Other Firm	No
d)	Status	Full Time Practice
e)	Date of Joining the Firm	11.8.20
f)	CISA/DISA Qualified	No
g)	Experience in Audit / Consultancy : in Deloitte and	Having one year articleship training subsequent training in CKA, he is the young and dynamic partner of the firm who has joined the firm recently.

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Audit Team Structure

1. Engagement Partner

- **Role:** Senior-most member of the audit team, usually a partner of the firm.
- **Responsibilities:** Oversees the entire audit engagement, ensures audit quality, manages client relationships, and provides final approval of audit findings and reports.

2. Audit Manager

- **Role:** Responsible for managing the audit team and day-to-day activities.
- **Responsibilities:** Plans the audit, coordinates resources, reviews work performed by junior team members, and serves as the main contact between the engagement partner and the audit team.

3. Audit Supervisor/Senior Auditor

- **Role:** Experienced auditor responsible for guiding and supervising junior auditors.
- **Responsibilities:** Executes key parts of the audit, supervises fieldwork, identifies potential issues, and prepares initial documentation. Also reviews junior team members' work and assists in ensuring compliance with audit standards.

4. Audit Senior/Experienced Associate

- **Role:** Mid-level auditor who conducts substantial portions of the audit under the supervision of the audit manager and senior auditor.
- **Responsibilities:** Performs detailed testing, documents findings, and assists in preparing working papers. This role often includes liaising with the client's accounting team to gather information.

5. Audit Associate/Junior Auditor

- **Role:** Entry-level team member who assists with various audit tasks.
- **Responsibilities:** Performs basic audit procedures, conducts preliminary data analysis, assists in sampling, and documents evidence under the guidance of senior auditors. This position offers on-the-job learning and experience.

6. Specialists (e.g., IT Auditor, Tax Specialist, Forensic Expert)

- **Role:** Subject-matter experts who provide specialized knowledge and skills.
- **Responsibilities:** Conducts specific portions of the audit related to their area of expertise (e.g., IT controls testing, tax compliance reviews). Often work closely with the audit team but report findings separately for incorporation into the overall audit.

7. Audit Quality Reviewer (AQR)

- **Role:** Independent reviewer responsible for reviewing the audit process and documentation.
- **Responsibilities:** Ensures audit quality and compliance with regulatory standards by performing an independent review of the audit work, often as part of the firm's quality control measures.

Each team member has a distinct role to play in ensuring the thoroughness and quality of the audit, with clear lines of supervision and responsibility across the team structure.

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Professional Staff:

6 Qualified CA (Please refer to the Firm Certificate for the details of the qualified staff together with membership Nos.)

A team of semi qualified (CMA Inter and CA Inter)

Graduates

Total team strength close to 100 audit members.

Professional Development:

At Chunder Khator & Associates, we recognize that the foundation of excellence lies in continuous professional development. We actively encourage our staff to advance their knowledge and skills through a range of professional education and training opportunities.

Our commitment to lifelong learning includes supporting staff in pursuing certifications from esteemed institutions such as the ICAI and the Institute of Cost Accountants of India (CMA).

Additionally, we encourage attendance at Continuing Professional Education (CPE) programs to keep pace with evolving regulations, standards, and industry best practices.

Our in-house training facilities provide a structured environment for team members to enhance their technical abilities, participate in case studies, and gain hands-on experience.

To foster a culture of informed professionalism, we also promote the reading of leading professional journals and books that provide insights into current trends and challenges in the accounting, finance, and business sectors.

Through this holistic approach to skill development, we ensure that our professionals are equipped to deliver the highest quality of service to our clients and maintain the firm's standards of excellence and integrity.

5. Quality Assurance and Compliance:

Quality Control Framework:

At Chunder Khator & Associates, maintaining the highest standards of audit quality and strict adherence to professional standards is central to our practice. Our quality control policies and procedures are designed to ensure accuracy, reliability, and compliance across all engagements.

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1. Engagement Performance

- Each audit engagement follows a structured approach, beginning with a thorough risk assessment and tailored audit plan, aligned with regulatory and industry-specific requirements. We adhere to stringent documentation standards and conduct regular supervisory reviews at every stage to identify and address any issues early.

2. Independence and Ethical Requirements

- We maintain robust policies to safeguard our independence and integrity, requiring all team members to comply with professional codes of conduct and independence requirements. Regular independence checks, conflict-of-interest assessments, and mandatory disclosures are part of our approach to uphold ethical standards.

3. Professional Competence and Staff Training

- Continuous professional development is fundamental to our commitment to quality. We ensure that all team members possess the necessary skills and knowledge through rigorous training, CPE programs, and specialist courses from accredited institutions. This includes tailored training sessions for new standards, regulatory updates, and industry-specific changes.

4. Quality Control Reviews and Internal Audits

- As a Category 1 firm on the RBI panel and registered with the CAG, we conduct routine quality control reviews and internal audits. Our Audit Quality Review (AQR) team performs independent assessments to ensure that each engagement complies with applicable standards, regulations, and firm policies.

5. Monitoring and Peer Review

- We regularly monitor our quality control system through peer reviews and ongoing evaluations of our practices, which help us continuously refine our approach and address any areas for improvement. These evaluations are instrumental in fostering a culture of quality and in meeting the expectations of our clients and regulatory bodies.

Through these policies and procedures, Chunder Khator & Associates remains dedicated to delivering high-quality audit services that meet regulatory expectations and client needs, ensuring that we consistently uphold the values of accuracy, transparency, and professionalism in all our engagements.

Regulatory Compliance:

At Chunder Khator & Associates, we prioritize stringent compliance with regulatory frameworks and adhere to the highest global standards of auditing to ensure the quality and integrity of our services. Our firm is committed to following the **International Standards on Auditing (ISAs)**, **Generally Accepted Auditing Standards (GAAS)**, and other relevant regulatory guidelines, including those specific to the Reserve Bank of India (RBI) and the Comptroller and Auditor General (CAG).

1. International Standards on Auditing (ISAs)

- Our audit methodologies are designed in alignment with ISAs, ensuring a consistent, globally recognized approach to audit engagements. By implementing ISAs, we strive

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to enhance the transparency, reliability, and comparability of our clients' financial statements in the global marketplace.

2. Generally Accepted Auditing Standards (GAAS)

- Our commitment to GAAS allows us to ensure that each audit engagement meets established principles of integrity, objectivity, and accuracy. GAAS provides a structured framework that guides our auditors through planning, execution, and documentation, ensuring that our audit reports reflect a thorough and objective view of our clients' financial standing.

3. Compliance with Local and Regulatory Standards

- As a Category 1 firm on the RBI panel and registered with the CAG, we are well-versed in India-specific regulatory standards and are diligent in ensuring compliance with local statutory requirements. This includes standards and regulations specific to banking, public sector auditing, and government-mandated audits.

4. Ongoing Updates and Training

- Our team remains informed on regulatory changes and updates to auditing standards through ongoing professional development and training. This ensures that our practices are in line with current regulations and that our team members are fully equipped to address evolving regulatory requirements and industry practices.

By adhering to these standards, Chunder Khator & Associates upholds a commitment to regulatory compliance, high-quality audit services, and the highest standards of professional conduct, ensuring that our audits provide reliable and actionable insights for our clients and meet the expectations of stakeholders and regulatory bodies alike.

External Peer Reviews:

As part of our commitment to audit quality and compliance, Chunder Khator & Associates adheres to the **Institute of Chartered Accountants of India (ICAI) peer review policy**. Peer reviews are a critical component of our quality control measures, providing independent evaluations of our adherence to auditing standards and regulatory requirements.

Peer Review Process

- **Periodic Peer Reviews:** Our firm undergoes peer reviews at intervals determined by ICAI guidelines. These periodic reviews ensure that our practices remain aligned with professional standards and evolving regulatory requirements.
- **Previous and Upcoming Reviews:** Our most recent peer review demonstrated our compliance with ICAI standards, reinforcing the robustness of our quality control framework. We anticipate an upcoming review in accordance with ICAI's updated schedule, allowing us to continuously refine and improve our processes.

Through these peer reviews, we maintain transparency, accountability, and consistent audit quality, further strengthening the trust our clients place in us and ensuring that our practices are aligned with industry best practices and ICAI policies.

(Attached last peer review certificate)

6. Technology and Innovation:

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Use of Technology:

At Chunder Khator & Associates, we recognize the critical role that technology plays in enhancing audit quality, efficiency, and precision. Our firm is dedicated to leveraging advanced tools and training to ensure our team remains at the forefront of audit technology.

1. Comprehensive Technology Training

- All team members are proficiently trained in essential software such as Microsoft Word, Excel, and PowerPoint, alongside internet research and business applications. This foundational knowledge ensures that our professionals can efficiently document, analyze, and present audit findings with clarity and accuracy.

2. Advanced Accounting and Audit Tools

- Our firm utilizes **Tally** for comprehensive accounting solutions, enabling us to streamline bookkeeping, financial reporting, and compliance for clients. Additionally, we have a licensed copy of **ACL** (Audit Command Language), a world-renowned audit automation tool that allows us to conduct data analytics, continuous auditing, and risk management with precision. ACL enhances our ability to identify trends, anomalies, and risks, ensuring high-quality audit outcomes.

3. Integration of Artificial Intelligence in Audits

- We are committed to integrating **Artificial Intelligence (AI)** in our audit processes to bring deeper insights and improve accuracy. AI-powered tools allow us to automate repetitive tasks, analyze large data sets in real time, and identify patterns and outliers, thus enabling a more efficient and data-driven approach to audit. Through AI, we enhance our capabilities in predictive analysis, fraud detection, and compliance monitoring.

By investing in technology and ongoing training, Chunder Khator & Associates is equipped to deliver audit services that are not only thorough but also innovative, providing our clients with deeper insights and more reliable results.

Digital Transformation

At Chunder Khator & Associates, digital transformation is central to our commitment to innovation, efficiency, and excellence. We continuously invest in advanced technologies and data-driven tools to stay ahead of industry trends and deliver value-added services that exceed client expectations.

1. Strategic Investments in Cutting-Edge Technology

- Our firm has made substantial investments in technology, equipping our team with best-in-class tools such as **ACL** for audit automation and data analytics. This enables us to conduct efficient, in-depth analyses, uncover insights, and improve the accuracy and speed of our audit processes. We also provide robust training in industry-standard software, including Microsoft Office Suite, Tally, and other essential tools, ensuring that our team is fully capable of leveraging technology to enhance service delivery.

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2. Adopting AI and Data Analytics in Audits

- We are actively integrating **Artificial Intelligence (AI)** and data analytics into our audit and advisory processes. Through AI-powered tools, we can perform advanced data mining, detect irregular patterns, automate repetitive tasks, and apply predictive analytics. This focus on AI not only improves our efficiency but also allows us to deliver insights that help clients make informed strategic decisions.

3. Commitment to Continuous Innovation

- Staying at the forefront of digital transformation requires us to be proactive about industry developments. We encourage our team to pursue ongoing training and certifications, particularly in emerging areas like AI, blockchain, and cloud computing. This commitment to skill enhancement ensures our team remains well-equipped to navigate digital advancements and provide our clients with forward-looking, technology-enabled solutions.

4. Enhancing Client Experience through Digital Solutions

- We focus on creating a seamless, digital-first experience for our clients. This includes secure digital platforms for document exchange, online collaboration, and communication channels that simplify and expedite interactions. By embracing digital solutions, we make the audit process more transparent, efficient, and client-friendly.

Through our approach to digital transformation, Chunder Khator & Associates is positioned as a tech-forward firm that leverages innovation to enhance quality, improve efficiency, and provide insights-driven, value-added services to our clients. Our dedication to technology not only strengthens our competitive edge but also reflects our commitment to continuous improvement and client success.

7. Client Portfolio and Reference :

Client Base:

At Chunder Khator & Associates, we take pride in serving a diverse clientele across various sectors, reflecting our versatility and expertise in meeting a wide range of financial and audit needs. Our client base includes:

1. Public Sector

- We provide comprehensive auditing and consulting services to government agencies and public sector organizations, ensuring compliance with regulations and promoting transparency in financial reporting.

2. Private Sector

- Our firm caters to numerous private enterprises, from small businesses to large corporations. We assist these clients with tailored audit solutions, financial advisory services, and strategic consulting to help them achieve their business objectives.

3. Banking Sector

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- We have established strong relationships with banks, offering specialized auditing services that address the unique regulatory and operational challenges within the financial sector. Our expertise in banking audits ensures that our clients adhere to compliance standards and effectively manage risks.

4. Small and Medium Enterprises (SMEs)

- Understanding the specific needs of SMEs, we provide affordable and efficient services designed to support their growth and financial health. Our services include audit, tax compliance, and business advisory, aimed at helping SMEs navigate challenges and capitalize on opportunities.

5. Non-Governmental Organizations (NGOs)

- We also serve various NGOs, delivering auditing services that ensure compliance with funding requirements and transparency in financial management. Our work with NGOs is focused on enhancing accountability and supporting their mission-driven initiatives.

By serving a wide array of clients across these sectors, Chunder Khator & Associates demonstrates its commitment to providing high-quality, customized services that meet the unique needs of each client, fostering trust and long-term relationships built on excellence and integrity.

Key Clients :

Chunder Khator & Associates has had the privilege of working with a diverse range of esteemed clients across various sectors. Our commitment to delivering high-quality services has enabled us to build strong, lasting relationships with many key clients, including:

1. Corporate Clients

- **Tata Group:** Providing comprehensive audit and consulting services to one of India's largest conglomerates.
- **Mitsubishi Chemicals and Mitsubishi Heavy Engineering:** Assisting with financial audits and compliance for this globally recognized organization.
- **ITC Limited:** Offering audit services that enhance transparency and accountability in financial reporting.
- **Tega Industries:** Delivering tailored financial advisory and audit solutions to support their growth.

2. Financial Institutions

- **Major Banks:** Conducting statutory audits and compliance reviews for several leading banks, ensuring adherence to regulatory standards and risk management protocols.

3. Government and Public Sector

- **Various Government Departments:** Engaging in audits that promote transparency and integrity within public sector organizations, contributing to better governance.

4. Non-Governmental Organizations (NGOs)

- **Prominent NGOs:** Supporting a range of NGOs with audit and compliance services, ensuring responsible financial management and accountability.

These key clients represent a significant part of our portfolio, showcasing our expertise in diverse industries and our ability to meet complex regulatory requirements. Our focus on

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quality, integrity, and professionalism has established us as a trusted partner for these organizations, reinforcing our reputation as a leading chartered

Our major clients together with work done has been provided in the experience section in para 3 above. We will attach engagement letters as a confirmation of the allotment of work to us.

Client Testimonials or Case Studies :

Client Testimonials

1. Tata Group

"Chunder Khator & Associates has been an invaluable partner in our auditing processes. Their commitment to excellence and attention to detail have helped us maintain the highest standards of corporate governance and compliance. We appreciate their proactive approach and depth of knowledge in the industry."

— Mrs. Swapna Nayar, Tata Group

2. Haldia Petrochemical

"The team at Chunder Khator & Associates consistently demonstrates professionalism and expertise. Their tailored audit solutions and insights have significantly enhanced our operational efficiency in India. We highly value their partnership and look forward to continued collaboration."

— Mr. Kaushik Dutta, Regional Manager, Mitsubishi Corporation

3. ITC Limited

"Chunder Khator & Associates has provided us with exceptional auditing services that align with our stringent compliance requirements. Their ability to understand our business and provide meaningful insights is commendable. We trust them with our financial audits and appreciate their unwavering support."

— Mr. Monojit Seth, Corporate Divisional Audit, ITC Limited

4. Tega Industries

"Working with Chunder Khator & Associates has been a positive experience. Their team's expertise in the manufacturing sector and commitment to delivering quality service have made a significant impact on our operations. We look forward to a long-lasting partnership."

— Mr. S P Ganguly, Global Internal Audit Head, Tega Industries

5. Bosenet Ltd

"Chunder Khator & Associates has proven to be a reliable audit partner for Bosenet Ltd. Their thorough understanding of the IT industry and attention to detail have greatly contributed to our compliance and reporting processes. We highly recommend their services."

— Souvick De Sarkar, CFO, Bosenet Ltd

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6. Motovario Gear Solutions Pvt. Ltd

"Working with Chunder Khator & Associates has been a remarkable experience for Motovario Gear Solutions Pvt Ltd. Their team's professionalism and expertise in auditing have significantly enhanced our financial processes and compliance standards. They understand our industry intricacies and provide valuable insights that help us make informed decisions. We greatly appreciate their proactive approach, timely communication, and commitment to delivering high-quality services. Chunder Khator & Associates is not just an auditor; they are a trusted partner in our growth journey."

— Partha Pratim Sen, Managing Director, Motovario Gear Solutions Pvt Ltd

8. Ethical Standards and Independence:

Code of Ethics:

At Chunder Khator & Associates, our dedication to ethical standards, integrity, and professional conduct is the foundation of our operations and client relationships. We understand that maintaining the highest ethical standards is essential not only for the reputation of our firm but also for the trust and confidence of our clients and stakeholders.

1. Adherence to Professional Codes

- We strictly adhere to the ethical guidelines set forth by regulatory bodies, including the Institute of Chartered Accountants of India (ICAI). Our professionals are well-versed in the code of conduct and standards of professional ethics, ensuring that our work aligns with industry expectations and legal requirements.

2. Transparency and Accountability

- Transparency is a core principle of our practice. We maintain open communication with our clients, providing clear insights into our processes, methodologies, and findings. Our commitment to accountability ensures that we take responsibility for our actions and decisions, fostering trust and reliability in our relationships.

3. Independence and Objectivity

- We prioritize independence in our audits and advisory services. Our professionals are trained to recognize and manage potential conflicts of interest, ensuring that our opinions and conclusions are unbiased and based solely on factual evidence. This objectivity is crucial in delivering high-quality services that clients can rely on.

4. Continuous Ethics Training

- To uphold our commitment to integrity, we invest in ongoing ethics training for our staff. This training encompasses the importance of ethical behavior, compliance with professional standards, and the implications of unethical conduct. By fostering a culture of ethical awareness, we empower our team to make principled decisions in their work.

5. Client-Centric Approach

- Our ethical standards extend to our client relationships. We prioritize the interests of our clients while ensuring that our services comply with regulatory requirements.

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This client-centric approach helps us deliver solutions that are not only beneficial to our clients but also align with ethical practices.

6. Whistleblower Policy

- We maintain a whistleblower policy that encourages employees to report any unethical behavior or misconduct without fear of retaliation. This policy reinforces our commitment to ethical practices and promotes a culture of accountability within the firm.

Through these commitments, Chunder Khator & Associates ensures that our operations reflect the highest standards of ethics and integrity, fostering trust and confidence among our clients, employees, and the communities we serve. We believe that our commitment to ethical conduct is essential to sustaining our reputation and delivering exceptional service in the accounting profession.

Independence Policy:

At Chunder Khator & Associates, our independence policy is a cornerstone of our audit and advisory practices, ensuring that we deliver impartial and objective services to our clients. We recognize that maintaining independence is crucial for upholding the integrity of our work and fostering trust among stakeholders.

1. Adherence to Independence Standards

- Our firm strictly adheres to the independence standards established by regulatory bodies, including the Institute of Chartered Accountants of India (ICAI). We ensure that all team members are well-informed about these standards and the importance of maintaining independence in their professional conduct.

2. Independence Assessments

- Before commencing any engagement, we conduct thorough independence assessments to identify potential conflicts of interest. This process involves evaluating relationships between our firm, our professionals, and the client, ensuring that any potential threats to independence are addressed proactively.

3. Rotation of Audit Partners

- To mitigate the risks associated with long-term relationships with clients, we implement a rotation policy for audit partners. This practice helps ensure that fresh perspectives are applied to each engagement and reduces the likelihood of complacency or bias.

4. Internal Compliance Monitoring

- We have established robust internal compliance mechanisms to monitor adherence to our independence policy. Regular audits and reviews of our engagements are conducted to ensure that all professionals comply with independence requirements and to identify any areas needing improvement.

5. Training and Awareness Programs

- Our firm provides ongoing training and awareness programs to educate all team members about the importance of independence, objectivity, and ethical conduct. These programs emphasize recognizing and managing potential conflicts of interest and ensuring that all decisions are made based on professional judgment.

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6. Confidential Reporting Mechanism

- We have implemented a confidential reporting mechanism that allows employees to report any concerns related to independence or conflicts of interest. This system encourages transparency and helps us address any issues promptly and effectively.

7. Client Communication

- We maintain open lines of communication with our clients regarding our independence policy. This includes informing clients of any relevant relationships that may affect our impartiality, allowing for transparent discussions about our engagement terms and ensuring that clients understand our commitment to objectivity.

Through these measures, Chunder Khator & Associates reinforces its commitment to independence, impartiality, and objectivity in all engagements. Our dedication to these principles not only enhances the quality of our services but also strengthens the trust our clients place in us, allowing us to deliver reliable and valuable audit and advisory solutions.

9. Certifications and Accreditations :

Professional Certifications:

As a firm we are registered with the Institute of Chartered Accountants of India, Eastern Region and our registration no. is 033463E. The registration certificate of the ICAI is attached.

We are a registered MSME and the certificate is also attached.

Our GST registration certificate is provided as an attachment.

Our partners are all members of the ICAI and are also having different certifications as follows :

Suvendu Chunder

FCA, ACMA, CISA, DISA, Certified Forensic Auditor, Certified Concurrent Auditor, Certified Independent director, ICCP certified. (All certificates attached).

Anubrata Gangoly

FCA, DISA (Certificate Attached)

Rishi Khator

FCA, CPA

All other partners are members of the ICAI as a fellow member or an associate member.

Memberships:

The firm is a member of the Bengal Chamber of Commerce and Industry and a member of the Accountants Library.

Suvendu Chunder, Managing Partner, is the former Chairman of the Institute of Chartered Accountants of India, and the former President of the ISACA Kolkata Chapter. He is also a member of the Board of ISACA, Kolkata Chapter. He was the past Convenor of the CA ISA Chartered Accountants Study Circle of EIRC of ICAI and a life member of the Association of Corporate Advisors and Executives, a professional body of Chartered Accountants.

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10. Corporate Social Responsibility (CSR):

At Chunder Khator & Associates, although we are not statutorily obligated as a partnership firm to undertake CSR activities, we consider it a priority to contribute positively to society. In alignment with our commitment to social welfare and professional integrity, we actively engage in the following CSR initiatives:

1. Support to Clients' CSR Initiatives

We assist our clients, including prominent organizations like ITC and ISRC, in their CSR activities by offering consultancy and support. Our expertise helps them design and implement impactful CSR projects, ensuring their contributions reach the communities that need them most.

2. Contribution to the Chartered Accountants Benevolent Fund

As life members of the Chartered Accountants Benevolent Fund, we are dedicated to supporting our professional community. This fund provides financial assistance and relief to chartered accountants and their families during times of need.

3. Involvement in Charitable Trusts

Our partners are actively involved in various charitable trusts and foundations. Through these trusts, we are engaged in ongoing charitable initiatives, including educational support for underprivileged children, healthcare assistance for low-income groups, and other community development projects.

4. Volunteering and Community Development

Our team members frequently volunteer in various community development activities, contributing their time and skills to help NGOs and other organizations fulfill their social missions.

At Chunder Khator & Associates, CSR is not just an activity; it's an essential part of our identity. Through these initiatives, we strive to make a positive impact on our profession and society at large.

11. Awards and Recognition:

At Chunder Khator & Associates, we believe our reputation is built on the trust and satisfaction of our clients. This trust, along with recognition within the industry, stands as a testament to our commitment to excellence and ethical standards. Here are some of the key awards and recognitions our firm has achieved over the years:

1. Client Satisfaction

Our clients' trust and satisfaction serve as the greatest accolades for our firm. The long-standing relationships we have maintained with our clients underscore the quality and reliability of our services.

2. Flawless Disciplinary Record

Since our inception, we have maintained an impeccable record with the Institute of Chartered Accountants of India (ICAI). We are proud that ICAI has never raised any disciplinary issues against our firm, showcasing our unwavering commitment to ethical practices and professional integrity.

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3. Category 1 Recognition

Chunder Khator & Associates is recognized as a *Category 1* firm, a designation awarded only to firms that meet the highest standards in terms of service quality, client base, and expertise. This recognition highlights our firm's leadership and excellence in the chartered accounting profession.

4. Leadership within ICAI

One of our partners' appointments as Chairman of the Institute of Chartered Accountants of India reflects the firm's credibility, expertise, and respect within the industry. This esteemed leadership role is a tremendous honor for both the individual and the firm, reinforcing our position as a trusted leader in the field.

Each of these achievements speaks to our commitment to quality, ethical conduct, and professional growth, underscoring our dedication to both our clients and the accounting profession.

12. Contact Information:

Office Locations :

Head Office

10A, British Indian Street,
Kolkata – 700 069.
Near Esplanade

Branch Offices

Chennai

Flat 3A, Jamal Lamech Garden,
NO 7 Arcot Road, Valasaravakkam, Chennai, 600087

Mumbai

Post Box No 2,
Tilak Nagar Post Office, Dombivli East
Mumbai 421201.

Kolkata

10, Old Post Office Street,
Room No. 53, Kolkata – 700 001

Key Contacts:

1. Mr. Suvendu Chunder
Partner in charge
Mob: 9830086986
8961086986
2. Mr. Prakash Choudhury

Chunder Khator & Associates, Chartered Accountants

Accountant

Mob: 9874974516

Website and Social Media:

Website

Chunderkhator.com

Facebook

<https://www.facebook.com/Chunder-Khator-and-Associates-Chartered-Accountants-215271778565025>

Linked In

<https://www.linkedin.com/company/1919488>

Twitter (Now called X)

@KhatorChunder

YouTube Channel

@SuvenduChunder2024

13. Why Choose Us:

At Chunder Khator & Associates, we understand that choosing the right Chartered Accountant firm is crucial for the financial health and strategic growth of your business. Here's what sets us apart and makes us the preferred choice for our clients:

1. **Trusted Experience and Industry Expertise**

With decades of experience, our firm has built a solid reputation in the industry, working with clients across diverse sectors. Our in-depth knowledge of industry-specific challenges and regulations enables us to provide insightful solutions that add genuine value to our clients' businesses.

2. **Commitment to Ethical Standards**

Integrity is the cornerstone of our practice. With an unblemished record at ICAI, our firm is trusted not only for its technical skills but also for its commitment to ethical practices. We operate with transparency and uphold the highest standards of professionalism.

3. **Comprehensive Service Offerings**

We provide a complete range of financial and consultancy services under one roof—from auditing and taxation to CSR advisory and compliance. This holistic approach allows us to meet all our clients' financial and regulatory needs seamlessly and efficiently.

4. **Personalized Attention and Client Satisfaction**

We prioritize personalized client relationships, recognizing that every client's needs are unique. Our client-centric approach means we take the time to understand your goals and challenges, providing customized solutions that exceed expectations. The trust and satisfaction of our clients are our most valued achievements.

5. **Leadership and Recognition in the Industry**

With our recognition as a *Category 1* firm and our partner's leadership role as

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Chairman of ICAI, we bring proven expertise and credibility to every client engagement. This leadership and dedication reflect our commitment to the highest quality standards in the profession.

6. Support in CSR and Community Impact

Going beyond traditional accounting, we actively support clients in their Corporate Social Responsibility (CSR) efforts. Our assistance with CSR initiatives allows our clients to make meaningful contributions to society, while we contribute to charitable causes ourselves as part of our own CSR commitment.

Choosing Chunder Khator & Associates means partnering with a firm that brings you trusted expertise, personalized service, and an unwavering commitment to ethical standards. We are dedicated to helping you achieve your financial goals with confidence and peace of mind.

14. Terms of Engagement:

Engagement Process:

At Chunder Khator & Associates, we aim to make the engagement process seamless, transparent, and efficient. Our approach is structured to provide clients with clarity and confidence at every step. Here's how we initiate and manage each client engagement:

1. Initial Consultation and Needs Assessment

We begin with a detailed consultation to understand your specific needs, objectives, and any immediate challenges. This allows us to assess the scope of services you require and align our expertise with your goals.

2. Proposal and Engagement Letter

Based on the initial consultation, we develop a tailored proposal that outlines our recommended services, timelines, fees, and other engagement details. Once the proposal is accepted, we formalize our collaboration through an engagement letter, which sets the terms and responsibilities of both parties to ensure mutual understanding.

3. Customized Planning and Strategy Development

After the engagement is confirmed, our team performs an in-depth review of your current financial and regulatory status. We then devise a strategic plan designed to meet your unique requirements, from compliance needs to growth objectives.

4. Execution and Continuous Collaboration

During the execution phase, we maintain close communication with you to ensure our services are on track with agreed milestones and expectations. Whether we're handling audits, tax planning, or CSR advisory, we keep you informed and involved throughout the process to ensure accuracy and alignment.

5. Review and Quality Assurance

Quality is central to our service. Before any deliverables are finalized, we conduct thorough internal reviews and quality checks to ensure compliance with professional standards and client expectations. This stage is essential to our commitment to deliver error-free, high-quality work.

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6. Feedback and Continuous Improvement

Once services are delivered, we seek feedback from you to understand your satisfaction level and any areas for improvement. This feedback loop helps us refine our approach and enhances our understanding of your evolving needs for future engagements.

7. Ongoing Support and Advisory

Beyond completing the project, we remain available for ongoing support. Whether it's addressing follow-up questions or providing further insights, we are committed to building long-term partnerships that go beyond single engagements.

Our engagement process is designed to provide a structured yet flexible approach, ensuring that we deliver consistent value while maintaining the highest standards of professionalism and client care.

Fee Structure:

At Chunder Khator & Associates, we understand the importance of transparent, fair, and flexible pricing for our clients. Our fee structure and billing practices are designed to offer flexibility, align with the value we deliver, and ensure there are no surprises. Here's an overview of how we approach pricing:

1. Flexible Pricing Options

We offer a range of pricing options tailored to accommodate different client needs, project scopes, and timelines. Our flexible pricing ensures that clients pay for the services they need, with the freedom to adjust as projects progress or business requirements change. This approach allows us to work effectively with clients of all sizes, from startups to large enterprises.

2. Value-Based Pricing Models

Our value-based pricing model is designed to reflect the specific value we bring to each engagement. Rather than simply billing by hours or fixed rates, we assess the impact and complexity of the service provided. This model ensures that our pricing aligns with the unique benefits and measurable results we help our clients achieve.

3. Fixed-Fee and Project-Based Pricing

For specific projects such as audits, compliance, or tax filings, we offer fixed-fee options. This approach provides clients with clarity on costs upfront, helping them budget effectively without worrying about unexpected fees. Our fixed-fee structure is ideal for projects with a well-defined scope and timeline.

4. Retainer-Based Engagements

For clients requiring ongoing support, we offer retainer-based engagements. This arrangement provides clients with consistent access to our expertise and resources at a predictable monthly or quarterly rate. It's particularly beneficial for clients needing regular advisory, compliance checks, or financial oversight.

5. Hourly Billing for Ad Hoc Services

In cases where clients require ad hoc services that may not fit into a specific project or retainer model, we provide the option of hourly billing. This structure is suited for clients seeking flexibility and quick access to our services on an as-needed basis.

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6. Transparent Billing Practices

Transparency is fundamental to our billing practices. We provide detailed invoices that outline the services rendered, associated hours (if applicable), and other relevant information. We ensure that clients understand the fee structure from the beginning and offer regular updates on billing status throughout each project.

7. Discounts for Long-Term Engagements and Nonprofits

As part of our commitment to supporting various sectors and our dedication to corporate social responsibility, we offer discounts for long-term engagements and for nonprofit organizations. This allows us to extend our expertise to clients who make a meaningful impact on society.

Our flexible, client-centric pricing options are designed to provide maximum value and adapt to our clients' diverse needs, ensuring that our services remain accessible, transparent, and aligned with the outcomes we help achieve.

15. Conclusion:

Call to Action

At Chunder Khator & Associates, we are more than just a Chartered Accountant firm—we are dedicated advisors committed to helping you achieve financial success and stability. Our extensive expertise, commitment to ethical standards, and personalized approach make us the trusted partner you need to navigate complex financial landscapes and drive sustainable growth.

We believe that we will be able to provide the best professional services at the most reasonable costs. Over 3 decades we have built a name for ourselves and we all strive hard to maintain the highest ethical and professional standards set by us.