

DIYA CONSULTING SERVICES

Legal, Accounting, Taxation, Payroll, Statutory compliances and Consulting Services



Diya Consulting Services (Diya) was started by three professionals in the field of Finance & Legal Compliance. The goal was specific - to specialize in delivering quality consulting service to Companies, in the area of **Legal, Litigation and paralitigation Accounting, payroll administration and management with special emphasis to statutory areas such as Labour law, Factories Act, Income Tax, STPI, Provident Fund, Professional Tax, ESI, Local Goods and Service Tax.**

DIYA today consists of a group of professionals with over 40 years of combined experience in corporate services in various streams like Accounting, Tax, Support, Legal, and etc. The firm is professionally managed and has built a 8 members strong team having extensive experience in the areas of Executive compensation, Income Tax, Local Sales tax, Entry Tax, Provident Fund, Professional Tax, ESI, Labour law and related Consulting Services.

Diya is a Payroll, Accounting, and statutory compliances and Consulting Services firm providing innovative solutions to Corporates in the fields of Payroll, Accounting and Statutory compliances. The company is located centrally in Bangalore.

Our Vision: To make outsourcing of **Legal, Accounting, Statutory compliances and Payroll** cost and time effective to organizations, with professional support within the regulatory framework.

Our Mission: To provide innovative solutions to fulfill ongoing needs in the corporate segments to fulfill employer need relating to Payroll, Pension, Insurance, Income -Tax and labour compliances other remuneration related benefits at an optimum cost to the company.

Our Services Areas-Outsource

HANDLING STATUTORY COMPLIANCES WITH STATE AND CENTREAL GOVT AUTHORITIES

A. REGISTRATION WITH GOVERNMENT AUTHORITIES

- Labour Department-Shop Act, Contract Labour Act, BOCW Act etc.,
- Factory Act
- G.S.T
- D.G.F.T (Import Export Code)
- Provident Fund Authorities
- Employee State Insurance Corporation
- Customs Authorities

- S.T.P.I Authorities

B. REGULAR COMPLIANCES

HANDLING REGULAR ACTIVITIES

- Preparation and filing necessary periodical returns with Labour Department-Shop Act, Contract Labour Act, BOCW Act etc.,
- Preparation and filing necessary periodical returns with Factory Act
- Preparation and filing necessary periodical returns with D.G.F.T (Import Export Code)
- Preparation and filing necessary periodical returns with Provident Fund Authorities
- Preparation and filing necessary periodical returns with Employee State Insurance Corporation
- Preparation and filing necessary periodical returns with Customs Authorities
- Preparation and filing of necessary periodical returns with G.S.T authorities
- Preparation and filing necessary periodical returns with S.T.P.I Authorities

PAYROLL PROCESSING AND ITS COMPLIANCES

- Payroll Processing-Outsource Facility of ONLINE AND OFFLINE
- Tax Deducted at Source compliances
- Employee Provident Fund Compliances
- Employee State Insurance Compliance's
- Issue of Pay slips
- Issue of TDS certificate
- Issue of Income Tax statement

LEGAL ADVISORY & SERVICES-LITIGATION AND NON LITIGATION

A.LITIGATION

- Issue of legal notices and necessary follow up. Filing and conducting Civil Suits for injunctions, specific performance, partition, recovery, deceleration etc, and also conducting criminal cases before the Magistrate/Session and High Court.
- Filing & conducting Consumer Matters before the District Forum and before the State Commission and follow-up till the disposal of the matter.
- Filing & conducting Petitions, of Civil and Criminal nature before the Trail Court and High Court and follow up till the disposal.
- Issue of legal notice, filing and conducting the entire trial for criminal cases, Negotiable Instrument Act, accident claims, Insurance, before the trial court, Sessions court and High Court.
- Appearing before various Courts and Tribunals.

- Represent the company at briefings in legal matters

B.NON LITIGATION:

- Advise on Purchase of Property and Acquisition of land
- Scrutinizing Property documents of Title Verification and providing Legal Opinion on the same.
- Property Due diligence, Title search Report Drafting Documents like Agreement to Sell, Sale Deeds, Joint Development Agreements, MOU's, GPA etc.,
- Title verifications and registration of all kinds of deeds and documents.
- Handling situations independently, negotiation with the clients/land lords to close the issue smoothly. Provide strategic legal advice and to minimize legal risks faced by the company
- Attending Property Registrations.

BOOK KEEPING AND ACCOUNTING OUTSOURCE

- Accounting & Book keeping:
- Accounts Payable Management
- Cheque Writing
- Filing of E TDS Returns (Withholding Taxes)
- Generation and Issue of TDS certificates

HANDLING INCOME TAX AND GOODS AND SERVICE TAX

- Advice & preparation and filing of Corporate Tax returns
- Advice & preparation and filing of Income Tax returns-Individual
- Calculation of service tax liability
- Preparation and filing of periodical GST returns
- Handling Cases at Tribunals/Appeals

WE WORK WITH

I T Solutions companies
Construction Companies
Software companies
Manufacturing companies
Export oriented into Garments
Retail outlets

.....and some more

MANAGEMENT TEAM

Venkatesh B H is a corporate counsel with over 15 years of experience in the IT industry, in the area of Finance, Accounts and statutory compliance with regard to Labour regulations, provident fund, ESI regulations and sales tax. He holds a Degree in Commerce (B.Com) with a Masters in Business Administration (Finance) His forte has been Executive Compensation Structuring. He has handled the Pay structuring for Indian and Multi-national companies. In his last assignment, he was the Senior Manager with leading outsourcing company As a senior manager the role, he provides the operational guidance to the company and brings his technical expertise to introduce modern tools for providing better services to the clients.

Nagaraja C A is a Chartered Accountant. He is a Bachelor in Business Management (B.B.M) and an Article Member of the Institute of Chartered Accountants of India (ACA). Nagaraja C A. is qualified as a Chartered Accountant in 2014 from Institute of Chartered Accountants of India (ICAI). And a part of the Management team. He has been serving his clients with his expert professional knowledge. is a Corporate Counsel, with over 5 years of experience, having exposure in diverse fields as Accounting, Auditing, taxation, state law-Sales tax, professional tax, Labour Law etc. and he brings to the table his expertise in handling all Legal issues concerning Provident funds, Professional tax, & Sales tax etc

Satish D.B. is corporate Counsels, with over 15 years of experience, having exposure in diverse fields as litigation and paralitigation and real estate matters. He holds a Degree In Science (B.Sc) with a Bachelor in Law (L.L.B) As a Member and a part of the Management team with years of experience in dealing legal work, ability to learn and apply new enhanced technology and skills, ensuring smooth and continuous operation, and to motivate personnel to high preference standards and excellent skill at organizing and establishing priorities to increase efficient and active maximum results within time period. Ability to access problems and initiate corrective action, cost and improved quality services, knowledge in community idea and proper guidance on all levels of legal matters.

Focus on providing high quality competent legal services for complicated global transactions, growing steadily with day to day circumstances. We are capable and confident in handling work of any complexity with deep involvement in all areas of law.

Our services include to the act of transferring client's work, responsibilities, and legal services which will be done faster, better and at reasonable services charges. Engaging in outsourcing allows an organization access to expertise. Knowledge and capabilities found outside its bounds and get the work done at the most superior quality for the lowest possible price within the time frame.

TEAM DIYA

Supporting the management team, Diya has a group of highly skilled and experienced personnel who for the past many years have been operating in the fields of Compliance with Statutory authorities.

Our customers have appreciated Diya's work in the area of Legal, PF, Labour, ESI Accounting, Service Tax, Income tax and sales tax services in Bangalore.

Since its inception, the Firm has been able to excel in its area of specialization. Diya is a much focussed Firm and is committed to continuously improve its consulting services and to enhance the value delivered to its clients. We are currently located only at Bangalore.

We work in such a manner that the whole statutory compliance services will be managed by us and no one inside your organisation need to be bothered with these issues. We shall take the full responsibility for all legal compliances in the above mentioned areas, of your organisation.

We are extremely happy on being given an opportunity to present our credentials. We assure you that in case we get a chance to work with you as your team member, it shall be a long and mutually beneficial relationship for both our organisations.

Regd Office No.276/141, Ground Floor, 9th Main, Pipeline Cross,
Vijayanagar, Bangalore – 560 040
Landline: + 91 (0) 80 23151035/6,
Cell: 9845338779/9448325986/9845176205
Fax: +91(0) 80 23151036
[Web: www.diyaservices.com](http://www.diyaservices.com)

We are also available at Tamil Nadu, Andrapradesh, Maharashtra