

**Management Consultancy firm in the Kingdom of Bahrain to meet or exceed the needs and expectations of its Corporate Community in the GCC region.**

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**CCS and CSS W.LL Overview**

**Corporate Consultancy Services(CCS)** CR 49576 is providing Management Consultancy Services to major corporate companies in the Kingdom of Bahrain. The promoter and the Managing Partner of **CCS**, resident of Bahrain since 1987, is a qualified accounting and finance professional who had worked with Aluminium Bahrain(ALBA), one of the largest Aluminium Smelter with current annual production capacity over 950,000 tones per year for 11 years and then obtained a license in 1998 for conducting auditing and management consultant services by the Ministry of Commerce, The Kingdom of Bahrain.

**CCS** concentrating on Management Consultancy services for major corporate companies has been functioning as an independent consulting firm since June 2002 after the split of Management Consultancy activities from the statutory auditing activities, both activities started by the Managing Partner in 1998. **CCS** formed a subsidiary **Corporate Software Solutions(CSS) W.L.L.** in 2007 for focusing on ERP consulting services by providing Oracle Financial, SAP R/3 and MS Dynamics support services to government organizations and major corporate groups.

**CCS and CSS W.L.L.** measures their success in terms of its clients financial results. We only accept assignments where we believe the client will see at least a three-fold payback on our fees.

**CCS & CSS W.L.L** blends insight and experience from a large universe of industrial and business models experience gained by the Managing Partner, So, we see beyond the limits of any single industry's traditions. Therefore, more practical solutions are offered for client's immediate action for better and faster results.

**CCS and CSS W.L.L** cares for Corporate Growth, so we build honest, informal and productive relationship at all levels of the organization to ensure that the right things get done at the right time. **Commitment, Confidentiality and 24/7 professional Support Services** are key success factors for our growth since 1998.

Summary of our activities:

- Provide value added Management Consultancy services including Strategic Planning Advisory to Corporate Bodies, Banks, Commercial Organizations and Small & Medium Enterprises.
- Provide Management Consultancy services to the Government Sector and other Public Sector organizations for review of operations, Systems, Procedures & controls, Management Information System for enhancing the effectiveness of cost control through Budgetary Control System.
- Provide a quality consulting service to reduce risk and improve performance in management, operations, information technology, finance and business processes to make the clients to grow keeping a competitive advantage.
- Applying industry and business knowledge to help the clients to conceive and apply financial strategies that match their corporate objectives.
- Provide business solutions that help the clients to achieve measurable performance improvement and in achieving Key Performance Indicators(KPI).
- Provide regular performance review service to corporate enterprises on outsourcing basis for an objective review of operational and financial systems and controls at a reasonable cost to maintain cost competitiveness and for ensuring Corporate Governance.
- Provide assistance in identifying suitable projects for Bahrain and in preparation of project financial and market feasibility studies.
- Conducting Due Diligence reviews and assisting in Merger and Acquisitions
- Provide Turn Around solutions to low performing businesses at reasonable cost.
- Providing Oracle Financial, SAP R/3 and MS Dynamics and other ERP support Services
- Provide a systematic training to young Bahraini graduates in the areas such as cost & management accounting by inducting them in professional courses and through specific training courses conducted at their company training departments.
- Arranging Executive Training Programmes for Corporate Executives
- Active participation in the activities of Bahrain Accountants Association, and Bahrain Chapter of the Institute of Chartered Accountants of India.

**CCS** has broad and deep expertise across major industrial, trading, real estate developments & construction, hospitality, healthcare, University and schools and financial sector experience base to help you compact competition, reduce risk and improve performance. We bring together from a wide range of industrial and business models for better and sustained results with more personal care for the Corporate growth.

<b>CCS &amp; CSS Range of business expertise</b>
<b>Primary Aluminium Smelter</b>
<b>Aluminium products downstream Industries</b>
<b>Major Real Estate Projects and Construction</b>
<b>Consumer products</b>
<b>Financial services</b>
<b>Health &amp; medical care</b>
<b>Non-profit and Government sector</b>
<b>Personal &amp; business services</b>
<b>Retail, restaurants and star Hotels</b>
<b>University, Schools and social clubs</b>
<b>Technology Services</b>
<b>Travels &amp; Transportation</b>
<b>Utilities and environmental services</b>

<b>CCS &amp; CSS Capabilities in key areas</b>
<b>Strategy</b>
<b>Growth</b>
<b>Merger &amp; Acquisitions</b>
<b>New Industrial Licenses and company formation</b>
<b>Operational improvement</b>
<b>Project Feasibility Studies and Project Finance</b>
<b>SAP, Oracle and MS Dynamics ERP Support Services</b>
<b>Training and Development</b>

## Strategy

Corporate Strategy is the comprehensive corporate vision by means of which a company will deliver value to its shareholders and customers and other stakeholders. **CCS's** experience as a consulting firm frequently involves the development of solutions for the most difficult, fundamental problems facing the top level executives of our corporate clients. The nature of core strategy consulting assignment involve assisting in, strategic planning, Corporate Governance, scenario planning, share holder value analysis, new business unit strategy, benchmarking and providing Turn Around solutions to poor performance units.

The more detailed work involve assisting in:

- Preparing Management Review report including cash budget, cash flow statements, profitability statements, statement of sources and application of funds on periodical basis including analytical review of operations and **KPI**.
- Preparation of Policy and Procedure Manuals, Standard Operating Procedures, Management Information Reports including level of authority manuals
- Financial management planning and financial policy determination
- Capital structure planning and advice regarding raising project finance
- Working capital management
- Budgeting including capital budgets and revenue budgets

- SWOT analysis, GAP analysis and Product Life Cycle analysis,
- Price fixation and other management decision making
- Business policy, corporate planning, organisation development, growth and diversification
- Providing Turn Around solutions to poor performance units

## Growth

The growth related assignments involve identifying potential areas for improving the profitability of the company, risk assessment reviews, integration, expansion and review of economies of scale of production/sales etc. Conducting operational reviews for tapping full potentials of the existing resources, assessment of new market potentials, new business launch evaluations and conducting reviews on the research and development activities of the company.

The more detailed work involve assisting in:

- Preparing project reports and financial feasibility studies
- Cost and benefit analysis
- Market research and demand studies
- Acting as advisor or consultant as to drafting of ; prospectus, memorandum of association, articles of association, shareholder and listing agreement and completing formalities with concerned licensing authorities, Ministry of Industry and Commerce for formation of new companies.

## Merger & Acquisitions

Corporate merger and acquisitions are increasing in the Kingdom of Bahrain. Corporate mergers are combinations of two or more independent business units, with the goal of achieving value in excess of the sum of the parts. **CCS** has been involved since June 2002 for providing strategic reasoning and objective analysis starting with a major smelter company in the Kingdom of Bahrain and has provided a Due Diligence review on the target company along with a valuable understanding of typical deal structure, common pitfalls and the financial implications to the shares holders of the acquiring company.

The more detailed work involve assisting in:

- Conducting Due Diligent reviews
- Providing an assessment of the capabilities and attitudes of the target company management
- Providing financial evaluation on various options available on typical deal structure to enable the decision on cost of acquisition of the target company
- Providing sensitivity analysis, SWOT analysis and Value positives and Value negatives of the target company before merger and after merger with synergies anticipated out the merger.

## New Industrial Licenses and Company Formation

With the background of the Managing Partner, who is resident of Bahrain since 1987, is well known in the Asian Business Community in the Kingdom of Bahrain and also major groups in India. **CCS** has been providing consulting services for establishing major industrial projects and major Government Owned Commercial and whole sale bank branches from India to establish their branches in the Kingdom of Bahrain.

The more detailed work involve assisting in:

- Acting as a consultant for drafting of board resolutions, applications, memorandum of association, articles of association, management agreement and completing formalities with concerned licensing authorities including Central Bank of Bahrain, Ministry of Industry and Commerce, Ministry of Housing, Municipalities & Environment, Ministry of Foreign Affairs, Ministry of Justice and other Ministries for obtaining new licenses and for formation of new companies in the Kingdom of Bahrain.

## Operational Improvement

Major revenue of **CCS** is from providing consulting services for operational improvement. Operational improvements results in achieving the desired quality and productivity in the production of goods and services to the customers at competitive prices. **CCS** works with clients in identifying the Risk in the Processes, Key Performance Indicators and prioritize these drivers of success to help achieve the Corporate Objectives in a competitive environment for a sustained growth.

The more detailed work involve:

- Identifying Key Performance Indicators and conducting regular reviews
- Preparation, assisting in implementation and periodical review of Profit Improvement Plan
- Periodical reviews related to cost control and value analysis
- Inventory reviews, Inventory management, material handling and storage
- Review of existing Control methods to reduce risk in all areas and setting management information reports for periodical reporting for immediate corrective action and improvement.
- Review of Overhead cost and suggesting plans for control of overhead cost
- Setting up executive incentive plans, wage incentive plans to empower employee participation and ensure motivation.
- Review of Organisation Structure and behaviour, development of human resources including design and conduct of training programmes, work study, job description, job specification and evaluation of work load.
- System analysis and design, and computer related services including advise for selection of suitable hardware and development of software in all areas to achieve the maximum use of technology in creating competitive advantage.
- Preparation of Operating, Organisational, Accounting Policies and Procedures manual and conducting post implementation reviews for the new Policies and Procedures
- Assisting in the selection and recruitment of key executives.

## Project Feasibility Studies and Project Finance

**CCS** promoters have earned good reputation with major financial institutions including Kuwait Finance House, Bahrain Development Bank, BBK, State Bank of India and other financial institutions for the preparation of project financial feasibility study, market demand and risk analysis reports and Due Diligence Study Reports. With the industrial and commercial business knowledge of

the Managing Partner since 1987 in Bahrain coupled with the consulting team's specialization on GCC market research and data gathering, **CCS** maintain a highly responsive, dedicated professional team to support the clients throughout the project studies and finance arrangement and during implementation stages for assisting in the success of the projects.

**CCS** accepts only projects which are feasible for the Kingdom of Bahrain both economically and financially feasible coupled with the corporate social objective of providing more job opportunities for Bahrainis.

The more detailed work involve:

- Conduct study of the market demand for the products or services taking into account the local demand in the Kingdom of Bahrain and the export potential
- Preparation of SWOT analysis, Sensitivity Analysis and risk analysis
- Financial Feasibility of the project based on financial evaluation methods such as IRR, NPV, Payback Period, ROI cash generation potential including Debt Service Coverage Ratios and other balance sheet ratio analysis.

## **SAP, ORACLE FINANCE , MS DYNAMICS AND OTHER ERP SUPPORT SERVICES**

With the background of the Managing Partner, who has worked in SAP R/3 environment, **CCS** Partner having Post Graduate IT studies, **CCS** formed a subsidiary in the name of Corporate Software Solutions W.L.L (**CSS**) for providing SAP, Oracle Financial, MS Dynamics and other ERP support services. **CCS** has provided three years Oracle Financial post implementation functional support services for a major government organization in the Kingdom of Bahrain. **CCS** entered into strategic tie up with major IT firms in India for SAP, Oracle and MS Dynamics support services.

### **CSS skill set on major ERP software support services**

#### **Oracle Financials**

##### ***Oracle Implementation and training expertise in the following Modules of Oracle Applications (Releases 11i, 11g)***

- **Purchasing**
- Payable**
- General Ledger**
- Receivables**
- Cash Management**
- Oracle Fixed Assets**

##### ***Participation during Project Implementation***

- ✓ **Understanding the business objectives and requirements**
- ✓ **Help Consultants appointed in defining what the system should do**
- ✓ **Attend interviews, working sessions as a co-ordinator for client**
- ✓ **Coordinate with Consultants when creating business models and business requirement scenarios, gathering and mapping business functionality to application**

**module**

- ✓ **Participate in training programs for the system initially as consumers**
- ✓ **Participate with consultants in set up the application**
- ✓ **Conduct reviews of the set up solution with The Client management and power users.**
- ✓ **Supervise the acceptance testing**

***After System Goes Live***

- ✓ **Take over the oracle application in his domain from the current consultant who have implemented the software**
- ✓ **Take full responsibility of the Oracle application in his domain and he will be accountable for smooth run of system**
- ✓ **Set up and maintain Oracle applications operation standards**
- ✓ **Examine the clients continuous business needs and define what to do in order to cover new business requirements**
- ✓ **Prepare functional specification document for the new requirements**
- ✓ **Try to find a work around for the new requirements within Oracle application**
- ✓ **If needed prepare a functional and technical specification for the customization to be done and hand it over to developers to create the program module(s)**
- ✓ **Supervise developer work for the customization**
- ✓ **Test the customized module and make sure it is addressing the business need**
- ✓ **Release the tested module for live operations**
- ✓ **Provide operation training for new coming staff**
- ✓ **Supports the Oracle application software, by trouble shooting problems and helping power and end users in doing their day to day work on the applications**
- ✓ **In coordination with system administrator define the role and responsibilities and make sure that each user is having sufficient privileges to interact with the system**
- ✓ **Interact with Oracle Middle East to resolve application operation problems by placing Technical assistance requests (TAR) and implement solution recommended by Oracle**
- ✓ **Ensuring that database administration activities is carried out by DBA**

***Routine Help Desk Support activities for the Oracle Financial Modules***

- ✓ **Change of Password**
- ✓ **Creation of new users**
- ✓ **Attaching new responsibilities to end users**
- ✓ **Removal of attached responsibilities**
- ✓ **Creation of new sub accounts in General Ledger**
- ✓ **Defining cross validation rules**

- ✓ Release of cross validation rules
- ✓ Defining security rules
- ✓ Defining Set of Books

*Providing hands on training covering the modules of General Ledger, Accounts Receivable, Cash Management and Fixed Asset Management.*

### **SAP R/3**

**SAP R/3 Implementation and training expertise in the following SAP R/3 Applications –**

- FICO
- MM
- SD

#### *Prior to Project Implementation*

- ✓ Finalization of scope for SAP implementation, including the phasing of SAP
  - Implementation and Preparation of necessary document, Preparation of RFP, documents, Assisting in screening of Vendors, Technical evaluation and commercial negotiation
- ✓ Preparation of Project Plan and Effort Estimations, Project Approach etc

#### *Participation during Project Implementation*

- ✓ Overseeing and monitoring of Implementation – milestone completions such as BBR completion, Solution building for business processes across R/3 Modules inclusive of BW/SEM
- ✓ Integration aspects and conducting of integration cycle tests
- ✓ Monitoring the progress of the projects , ensuring the adequacy of project approach to complete the project within the target cost and time plan
- ✓ Equipping consultants/End users to face the real time challenges of implementation

#### *After System Goes Live*

- ✓ Preparation simplified dual language User Manual
- ✓ SAP R/3 FI, CO, MM and SD training to Corporate clients

#### *Routine Help Desk Support activities for the SAP R/3 Modules*

**ERP Software products selection, implementation co-ordination Consulting**

**CSS WLL has strategic tie-up major IT firms in India for SAP, Oracle and MS Dynamics Products selection, implementation co-ordination, and support services.**



## Executive Training and development & training of Bahraini staff

**CCS** has been arranging Executive Training in the area of Leadership, Time Management, Productivity Improvement for major corporate Executives both in house workshops and external venue seminars at five star hotel premises by bringing well reputed trainers.

**CCS** focus on continuous training of staff from the minute they join our team. The staff will be trained by seniors at **CCS** who understand the skills that the staff need for performing their job.

**CCS** formal and informal training prepare the Bahrainis to make a career growth coupled with a valuable contribution to the client.

**CCS** provides adequate induction training for the Associate Consultants and Consultants who then receive a formal training through on hand job experience from the Assistant Managers, Managers and the Partners.

**CCS** has been providing vocational training to talented young Bahrainis from the University of Bahrain during summer vacations.

**CCS** believes that our staff are our assets and we select people with intelligence, integrity, passion to learn and with ambition to accept higher responsibilities as progress is based entirely on merit. **CCS** has regular performance reviews of staff guaranteeing rewarding financial compensation and a life time affiliation with **CCS**.

## Continuing Professional Activities

**Obtained necessary legal approvals for establishing the Bahrain Chapter of the Institute of Chartered Accountants of India, (ICAI Bahrain Chapter) in 1998 under the umbrella of Bahrain Accountants Association and was elected as the Chairman of BCICAI for 1998-99 and 1999-2000 and actively involved in the continuing professional activities of BCICAI which is now having 500 Chartered Accountants from India.**

## Testimonials

***Corporate Consultancy Services (CCS)** had conducted Systems and Procedures Studies and provided recommendations for improvements to our process which has assisted in developing a more efficient and effective internal control system and operating effectiveness for our group companies apart from arranging executive development programs for our middle and senior managers on Stress Management, Productivity Improvement through Self Development, Leadership Skills by inviting well known speakers on the subject which were adding value to our group.*

- **A major corporate group in Bahrain owning electro engineering companies and a weaving mill**

We hired the services of **CCS** the leadership of KK Raman for conducting major Project Financial and Marketing Feasibility Studies and also for preparing Business Plan small projects and many of them projects were successful and are in the construction stage.

- **A major upcoming Real Estate Development and Management Company with core specialization in development of Malls and major residential projects.**

We have used the services of **Corporate Consultancy Services** under the leadership of KK Raman for conducting Financial Due Diligence study and other financial evaluation consultancy services related to one our major projects. The analysis and report delivered to us were line with the terms of reference of the project assigned. The Due Diligence work involved physical verification of inventory and other assets of the target company and Mr. Raman's professional approach and timely completion greatly benefited the outcome of the project. We would not hesitate to use the services of **Corporate Consultancy Services** again and would gladly recommend to others.

- **General Manager Administration of a major Aluminium Smelter in Bahrain.**

We have used the services of **Corporate Consultancy Services** under the leadership of KK Raman. Raman was hired for carrying out special department activities which included financial evaluation consultancy related to our services. The systems and procedures study recommendations, financial analysis and report delivered were in line with the terms of reference of the consultancy assigned to **CCS**.

Mr. Raman's professional approach and timely completion have added value to our company operations and have been the basis for various decision making. We would not hesitate to use the services of **CCS** as and when required and would gladly recommend to others.

- **General Manager Finance of a major Aluminium Smelter in Bahrain**

## Brief Profile of the Managing Partner

### K. KALYANA RAMAN (KK Raman)

#### QUALIFICATIONS:

**A.C.M.A** - Associate Member of Chartered Institute of Management Accountants -U.K

**C.I.A** - Certified Internal Auditor of the Institute of Internal Auditors Inc. - U.S.A

**F.C.A** - Fellow Member of the Institute of Chartered Accountants of India - India

**A.I.C.W.A.I** - Associate Member of the Institute of Cost and Works Accountants of India - India

**M.Com** - Master's Degree in Commerce

#### Work History

Aluminium Bahrain,(ALBA), Kingdom of Bahrain 1987-1998

Hindustan Construction Company Ltd., Mumbai, India

Schrader Scovill Duncan Ltd., Mumbai, India

Precision Fasteners Ltd., Mumbai, India

S.Venkatram & Co., Chartered Accountants, Chennai, India.

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