



execution outsourcing
of finance activities

Our Execution services in business finance solutions helps clients drive governance and improve ROI. Our services cover all major finance and commercial functions, can be tailored to suit customer size and outsourcing strategy.

implementation
suite



- » **procurement &** vendor management
 - » setting up and managing supply chain policies & processes
 - » thinkmoney, cloud based IT platform - procure to pay
 - » outsourced procurement services
- » **fixed assets accounting** & insurance risk management
 - » advisory services on capitalization and depreciation methodology
 - » design and automation of fixed assets tracking
 - » back office support for fixed assets record maintenance, insurance & claims handling
- » **accounts payable**
 - » advisory services for vendor management
 - » business risk assessment & process gap analysis
 - » outsourced service for timely & accurate payables management
- » **accounts receivable**
 - » advisory services for designing policies & processes for revenue recognition
 - » thinksales, cloud based IT tool for managing receivables – collections
 - » outsourced service for end to end management of receivables from invoicing to realisation, including reporting support
- » **general ledger &** financial reporting
 - » chart of accounts & accounting policies design advisory
 - » outsourcing of bookkeeping & accounting
- » **management accounting** & decision support
 - » design and automation advisory for financial information system
 - » periodic management reporting as an outsourced activity

think finance
think foundation



advisory services

we offer an exhaustive list of services including one-time designing of supply chain policies, processes & supporting system, definition of procurement strategy using ABC, XYZ analysis, analysis and determination of reorder levels and reorder volumes. Additionally we offer consulting services on vendor assessment methodology, vendor performance methodology, refining vendor management policies, ethics in vendor management, review of standard commercial & legal clauses and drafting of standard PO terms & contract templates for various types of purchases

IT application

thinkmoney solution, feature rich product for supply chain management including a wide range of features from budgetary control based indent approval to negotiation with vendor leading to financial commitment and provisioning, Integrated with the FAS the solution completes the whole process

execution support

we provide on-going vendor management services, backed by office staff and call centre support.

- » procurement based on approved vendors
- » progress chasing for ensuring timely supply of material
- » ensure compliance of all systems and policies
- » vendor management including vendor reconciliation
- » vendor account reconciliation including balance confirmation
- » vendor satisfaction surveys
- » vendor bill passing & payment
- » PO / WO / SO commercial terms management
- » vendor accounting
- » inbound / outbound call center support to manage vendors duly supported by back office staff

we offer implementation services on an ongoing basis across HR

implementation suite



procurement & vendor management

Advisory, IT and execution support to transform your supply chain for cost optimisation and increased productivity



advisory services

we undertake Fixed Asset and Insurance Management process gap analysis & formulation of mitigation plans, tracking mechanism and internal controls. Our services include process reviews for ensuring compliance, adherence & evaluate adequacy to company policies in areas of fixed asset recognition, capital work in progress, useful life, depreciation, reconciliation, verification, insurance risk management and related accounting inclusive of reporting.

fixed assets IT application

fixed assets module of our IT platform provides for integrated, automated solution for recording, tracking, organising and maintaining organisation's assets, for the entire duration of the asset life cycle, (from acquisition to disposal).

execution support

we offer all services related to fixed asset, insurance and claim management.

- » asset purchase bill passing & vendor management
- » management for capitalisation records and milestone monitoring
- » capitalisation of fixed assets, tangible and intangible as per guidelines. Accurate accounting for depreciation
- » fixed asset register maintenance, verification and reconciliation
- » insurance risk and claim management
- » process validations, audit handling and compliance reporting

we offer implementation services on an ongoing basis across HR

implementation suite



fixed assets accounting & insurance risk management

a comprehensive offering with advisory services on capitalisation & depreciation methodology including design and automation of fixed assets. Provision of a robust IT platform to deal with fixed assets management & back office support to maintain fixed assets records and related activities.



advisory services

create the framework for a smooth accounts payable system and enhance vendor satisfaction with advisory services on accounts payable. Our service scope covers Process gap analysis leading to assessment & reporting of Business Risks, design of vendor registration, bills verification and approval process including maker checker concepts, liability accrual, provisioning, tax advisory & party ledger accounting entries and treatment.

IT application

thinkmoney solution has a comprehensive module for liability accruing, provisioning, bill passing and payment processing.

execution support

clients get a full suite of services from vendor invoicing to payment along with vendor reconciliation & internal controls compliance

- » vendor invoice accounting covering all types of procurement of goods & services
- » accounting for payments and remittances
- » vendor master maintenance
- » vendor Statement reconciliation
- » vendor Portal and Vendor Helpdesk
- » process validations
- » budgetary controls
- » management reporting
- » audit handling and compliance

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suite



accounts payable

ensure your organisation has accurate and timely payment management & liability accounting with our Accounts Payable Management service, supported by a comprehensive procurement IT platform

- » timely and Accurate Provisioning & Liability booking
- » periodic account reconciliation process with all stakeholders
- » timely payout to stakeholders as per defined SLA's
- » adequate control mechanisms for effective fiscal governance
- » reduce dependency on manual processes and increase automation



advisory services

we help design policies, processes & systems relating to revenue recognition, billing practices, credit policies, customer credit-worthiness assessment, credit rating, credit limit determination. We also conduct process reviews to ensure compliance, evaluate adequacy of company policies in areas of revenue recognition, customer outstanding ageing, unbilled revenue monitoring, customer rating, reconciliation, verification, credit terms, bad debts provisioning & write off, related accounting and reporting.

IT application

we use standard products like MS office tools, along with thinksales module collections to manage receivables

execution support

clients get a full suite of services from customer invoicing to collection, combined with customer account reconciliation & internal control compliance.

- » customer invoice generation and accounting for all types of sales of goods & services
- » accounting for collection
- » customer master maintenance
- » customer statement reconciliation & balance confirmation
- » field sales interface management
- » process validations
- » management reporting
- » audit handling and compliance

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implementation
suite



accounts receivable

grow sustainably with our potent revenue management system, designed and executed by experts. The Accounts Receivable Management service ensures

- » timely and accurate revenue accrual & receivable recording
- » periodic account reconciliation process with various stakeholders
- » timely monitoring of milestones for revenue recognition and customer billing as per defined SLA's
- » follow up on collections and accounting the same against stated customer invoice
- » adequate control mechanisms for effective fiscal governance



advisory Services

the advisory practice helps enhance fiscal governance through mapping clients accounting systems to reflect business performance, tracking & statutory compliance, construction of chart of accounts, definition of key accounting policies, preparation of Delegation of Power (DOPs) and costing system design.

IT application

for this function, we work with standard FAS such as Oracle Financial, SAP, Quick books or Tally.

execution support

we take care of financial reporting requirements including audit and tax compliances.

- » ensuring compliance with financial policies of the company and other statutory requirements.
- » timely closure of financial books as per accounting standards & generally accepted accounting principles and guidelines.
- » ensuring ledger and sub-ledger reconciliations prior to book closure.
- » preparation of financial reports for review and audit as per guidelines.
- » drive statutory compliances to ensure risk management, ensuring compliances are addressed with various stakeholders
- » statutory audit coordination and completion till sign off

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general ledger & financial reporting

get your accounting & financial reporting systems in line with business and statutory requirements. This execution service covers the design of chart of accounts, overall accounting policies and maintenance of all bookkeeping activities



advisory services

help in driving the planning process across the organisation through design & preparation of Annual Operating Plans (AOP), budgetary control systems and reporting. Assist in defining governance structure to enhance client review mechanism with services that include exception reporting and redesigning of financial MIS reports.

IT application

we use market ready products including MS office tools to support reporting goals. Thinksynq is also in the process of developing a proprietary Analytics & Execution Information system.

execution support

we provide on-going services for the following

- » preparation and publishing of achievement vs plan on a daily /weekly and monthly basis.
- » preparation of the entire Annual Operating plan
- » plan for periodic financial forecasts
- » evaluate product offering and pricing schemes including commission structures and suggest improvements
- » evaluate opex and capex proposals along with recommendations for improvements
- » conduct and present efficacy analysis of proposals covering revenue, opex and capex
- » information dissemination to board, management on timely basis on performance

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management accounting & decision support

thinksynq helps create and manage a robust financial information system, with services that span design, automation and reporting support.