



Company Affairs & Legal Matters



Secretarial & Hospitality Services



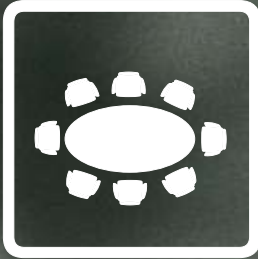
Technical & Manufacturing



Auditing of Local Project Costs



Information Technology



Infrastructure & Utility Services



Project Monitoring



Liaison Services

# WE DELIVER THE THINGS THAT MATTER

RANGING from setting up joint ventures to procuring services for ongoing projects, technical, managerial, secretarial or legal.

## Do business in India. Stress-free!

If you wish to have anything to do with India

**RANGING** from setting up joint ventures to procuring services for ongoing projects, technical, managerial, secretarial or legal work.

For all this you need to be backed by local **EXPERIENCE AND EXPERTISE**

## WE DELIVER THE THINGS THAT MATTER

AGENTinINDIA are committed to cater to the requirements of the companies / individuals abroad who wish to have anything to do with India, ranging from setting joint ventures in India to procuring infrastructure & utility services to engineering components & also simple secretarial services and travel logistics.

All the above is backed up by our experience & expertise in the relevant fields plus the information generated from authentic sources and presented to you in a form and manner convenient for regular reference.

**We guarantee reductions in operating costs, savings on time and maintaining international quality standards.**



## Competencies of AGENTinINDIA

- Setting up of new factories
- Hands on production management
- Follow up/co-ordination
- Purchasing and vendoring
- Networking
- Multilingual staff
- Software
- Information systems
- Design
- Machine building activities

## Services Provided

### Infrastructure & Utility Services

This service includes all feature of an office set-up in India equipped with international communication tools such as ISDN line and video-conferencing.

- Air-conditioned office
- Computers with internet access
- Conference room
- Design office with CAD facilities and colour plotters
- Fax
- Huge database of materials, suppliers and sub-contractors
- Secretarial services
- Slide, overhead and LCD projection



### Technical & Manufacturing

To provide various of manufacturing facilities ranging from casting, economical high precision machining to vendor development and selecting of mechanical hardware

- Casting & fabrication
- Civil and electrical work
- Designing on CAD
- Information on local companies
- Inspection and testing
- Procurement negotiations
- Sourcing technical personnel
- Tool room facilities
- Vendor development



### Company Affairs & Legal Matters

To take care of procedural aspects of setting up of a company, with or without a joint venture, ranging from company registration procedures to technical know-how agreements.

- Company registration
- Counselling on double-taxation
- Joint venture applications
- Reserve Bank of India permissions
- Technical know-how agreements



### Liaison Services

This would cover the typical local business environment, such as customs, excise, sales tax and income tax formalities, labour law related information and state government regulations.

- Auditors
- Banks
- Central government
- Customs and excise
- Financial institutions
- Labour consultants
- Market survey
- Sales tax and income tax
- Selection / evaluation of joint venture partners



### Secretarial & Hospitality Services

The entire gamut of services from pickup car on arrival to providing interpreters would be available

- Arrangements of meetings
- Map of the visiting location & other details
- Market / product information
- Recruitment
- Schedule of the customer's businesses



### Project Monitoring

To satisfy the need of keeping a tab on what is happening to your projects in India.

- Chasing
- Services of design engineers
- Services of project managers
- Services of site engineers
- Weekly / monthly reporting



### Information Technology

Technical expertise in providing solutions or development in software or web-based applications is our strength.

- Customised software development
- Data collection and management
- Internet/intranet/video conferencing
- PowerPoint presentations
- Recruitment of personnel
- Web-based applications and solutions



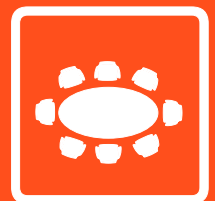
### Auditing of Local Project Costs

We carry out detailed audits of your project's cost proposal with realistic costs in India as also achieve affective time reduction.

- Vendor assessment
- Price comparison
- Cost reduction exercise
- Identification of risk areas
- Suggest monitoring methods



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