

Bache & Co.

SINGAPORE

Corporate Client Services | Accounting & Tax Services | Managed Services | Family Office | Advisory

Contact us:

General Sales & Quotation:

Mr. David: davidphua.trqcapital@outlook.com

Other Query

Bache & Co Business Partner

Mr. Loh: loh.syjen@gmail.com

CORPORATE CLIENT SERVICES

Company Formation Services

- Pre-incorporation advisory on legal entity structure
- Notaries and/or lawyers liaison
- Professional licenses/ tax exemption application
- Qualified Nominee/ Resident Director appointment
- Registered agent services
- Virtual/ registered office services
- Incorporation of shareholders' agreement
- Adoption or creation of company constitution
- Incorporation of a legal entity
- Company seal order and creation (optional)
- Delivery of certificate of incorporation
- Bank introduction and account opening coordination

Company Secretarial Services

- Maintenance of the company's statutory books:
 - a register of present and past directors and secretaries
 - a register of all shareholders, past and present and their shareholdings
 - a register of charges on the company's assets
 - minutes of general meetings and board meetings
 - certificate of incorporation
- Issuance of proper notices of meetings, preparation of agenda, circulation of relevant papers and taking and producing minutes to record the business transacted at the meetings and the decisions taken.
- Timely statutory update of any significant changes in the company's structure or management.
- Maintenance of the company's registered office address for formal communications and on the company's website, emails, order forms and invoices.
- Advice to directors on their duties, and ensuring compliance with legislation and the company constitution.
- Preparation and filing annual returns. Procurement of documents which must be filed - the directors' report and auditors' report (unless the company is exempt), and financial statements.
- Preparation and submission of the annual tax returns
- XBRL Conversion Services

ACCOUNTING & TAX SERVICES



Accounting Services

- Cloud accounting
- Bookkeeping services:
 - Chart of accounts set up
 - Data entry of your bookkeeping records into accounting software
 - Reconciliation of bank statements
 - Reconciliation of Accounts Receivable and Accounts Payables
- Management accounting
- Account consolidation services
- Dormant company accounts

Tax Services

- Preparation and filing of tax returns
- Estimated Chargeable Income
- Corporate tax planning
- Individual tax planning
- Preparation of deferred tax computation
- Personal Tax Computation & Lodgement
- GST Registration
- GST Computation & Submission
- GST Deregistration

Audit Services

- Statutory Audit
- Rental Audit
- Grant & Subsidies Audit

MANAGED SERVICES

Domiciliation Services

- Resident local Nominee/ Substantive Director
- Board meetings attendance
- Oversight of company administration
- Registered Agent
- Registered office address
- Local telephone, email, website, administrative staff support
- Mail & document forwarding service of correspondence and tax documents.
- Financial administration
- Client contact and liaison services
- Customized service and support to meet specific needs

Asia PEO Services

- Native/International staff recruitment, onboarding, offboarding
- Employment pass/ Business, Work VISA application
- Leave, payroll, benefits administration and payments
- Employment tax
- Statutory requirements liaison and coordination

Asia Mobility Services

- Singapore Global Investor Program (GIP) permanent residence application
- Employment pass application
- Dependents pass application
- Statutory requirements liaison & coordination

Trademark, Patent, Design, Geographical Indication Services

- Trademark/ Patent/ Design/ Geographical Indication search
- Trademark/Patent/Design/Geographical Indication registration
- Statutory queries/ requirement liaison & coordination
- Delivery of certified copy of register
- Staff expense reimbursement computation, administration and payment
- Preparation of year-end tax forms for employees
- Exit staff salary calculation and payment
- Tax clearance for foreign employees

In-Country & Cross-Border Payroll Administration

- Payroll management system, process and report set up
- Staff mandatory levies, statutory contributions and deductions calculation
- Staff salary payments and deductions
- Staff benefits computation, administration and payment
- Staff expense reimbursement computation, administration and payment
- Preparation of year-end tax forms for employees
- Exit staff salary calculation and payment
- Tax clearance for foreign employees

Technology Support (Partnership)

- Website Design and delivery
- Domain Registration & Hosting Coordination
- Digitization of Documents and Cloud Storage

PRIVATE CLIENT SERVICES

Family Office

- Regulatory, compliance & governance advice
- Pre-Incorporation structure, tax and budget advisory
- Licensing exemption application
- Grant and tax incentives application
- Statutory requirement queries and liaison
- Operating policies and procedures documentation
- IT and office set up
- Entity incorporation
- Bank introduction and account opening set up

Migration & PEO Services

- Singapore Global Investor Program (GIP) permanent residence application
- Employment pass application
- Dependents pass application
- Statutory requirements liaison & coordination
- Recruitment of staff support

Secretarial & Operational Services

- Supervision and management of administrative staff
- Telephone reception
- Appointments/ meetings arrangement
- Travel bookings
- Asset management support
- Properties acquisition & lease management
- Properties & facilities management, maintenance & upkeep
- Develop service level agreements with outsourced partners, if any
- Liaison with the auditors to ensure information is provided in a timely manner and audits are completed in line with the regulatory and client requirements
- Payroll administration
- Tax filing & individual tax returns
- Common Reporting Standards (CRS) & Foreign Account Tax Compliance Act (FACTA) filing
- Bookkeeping Services
- Cash flow & balance sheet management
- Preparation of monthly management accounts
- Preparation of periodic financial statements

Advisory

- Transaction/ Investment:
- Valuation
- Financial and tax due diligence
- In-country tax analysis
- Structuring
- Legal documentation

ADVISORY

Financial Advisory

- Commercial Finance
- Grant Financing
- Unsecured Loans
- Trade Financing
- Factoring
- Assets Based Finance
- Business Expansion Loan
- Management & Leverage Buyout
- M&A Funding
- Debt Restructuring/ Refinancing
- Investment Financing
- Venture Capital
- Private Equity Funding
- Angel Investor
- Mezzanine Financing
- Finance Lease/Hire Purchase
- Property

Outbound Investment

- Market scan & research
 - Entry regulation and licensing requirements
 - Market assessment and strategic options
- Merger & acquisition
- Strategic target/ partnership sourcing
- Due diligence
- Operation transformation advisory
- Transaction advisory
 - Deal structure
 - Negotiation support
- Company structure & incorporation
 - Company registration
 - Joint-venture formation

Insolvency and Restructuring

- Financial review and restructuring
- Exit structuring, assessment, and execution
- Liquidation
 - Members' voluntary liquidation (MVL)
 - Creditors' voluntary liquidation (CVL)
 - Compulsory winding-up (CWU)
- Corporate and court receiverships
- Judicial management Company wind-up
- Lender's agent
- Asset disposal management
- Corporate and Individual Voluntary Arrangements (IVA)/ Schemes of arrangement