

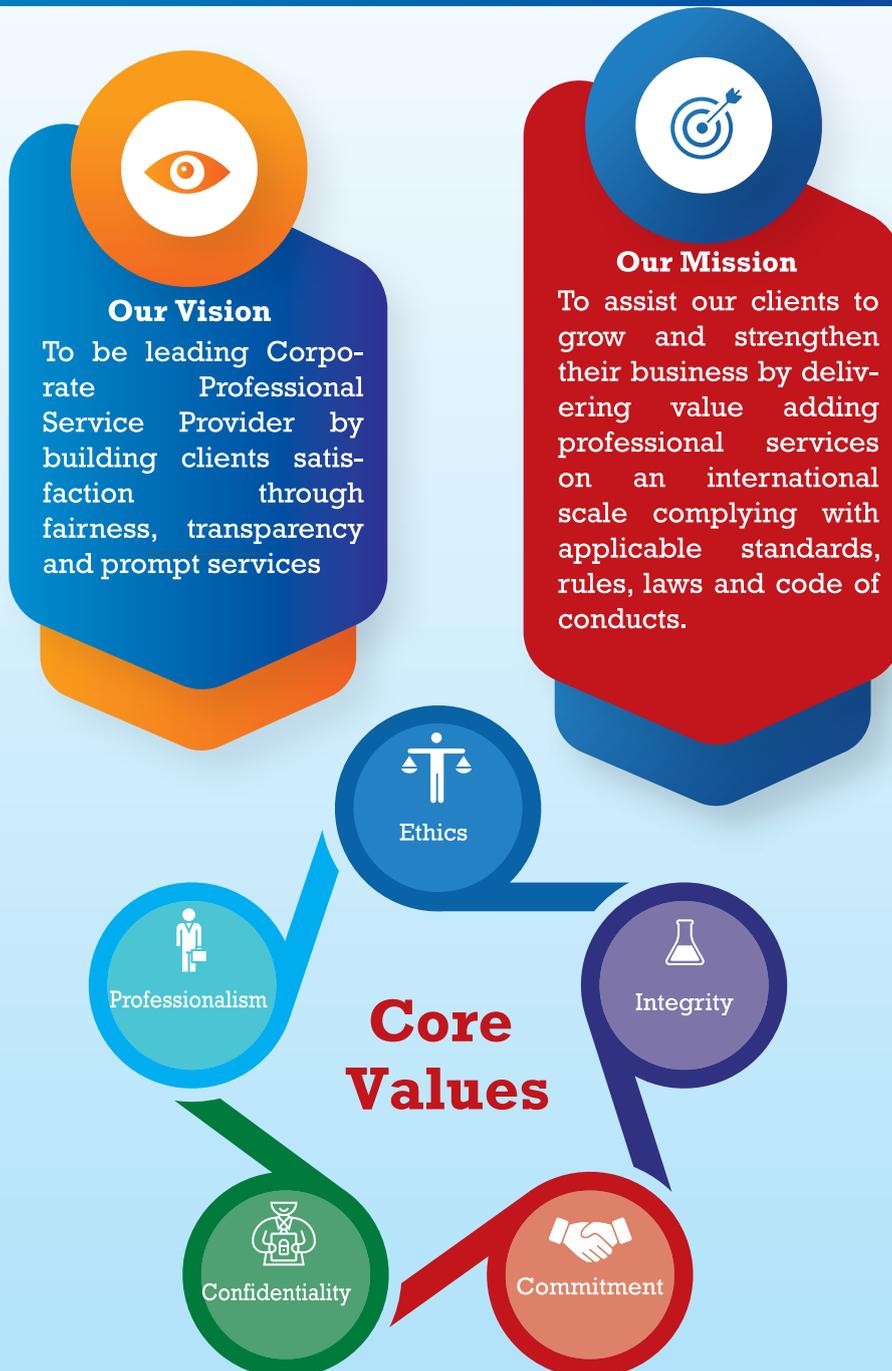
Our Profile



UTTAM & ASSOCIATES
CHARTERED SECRETARIES

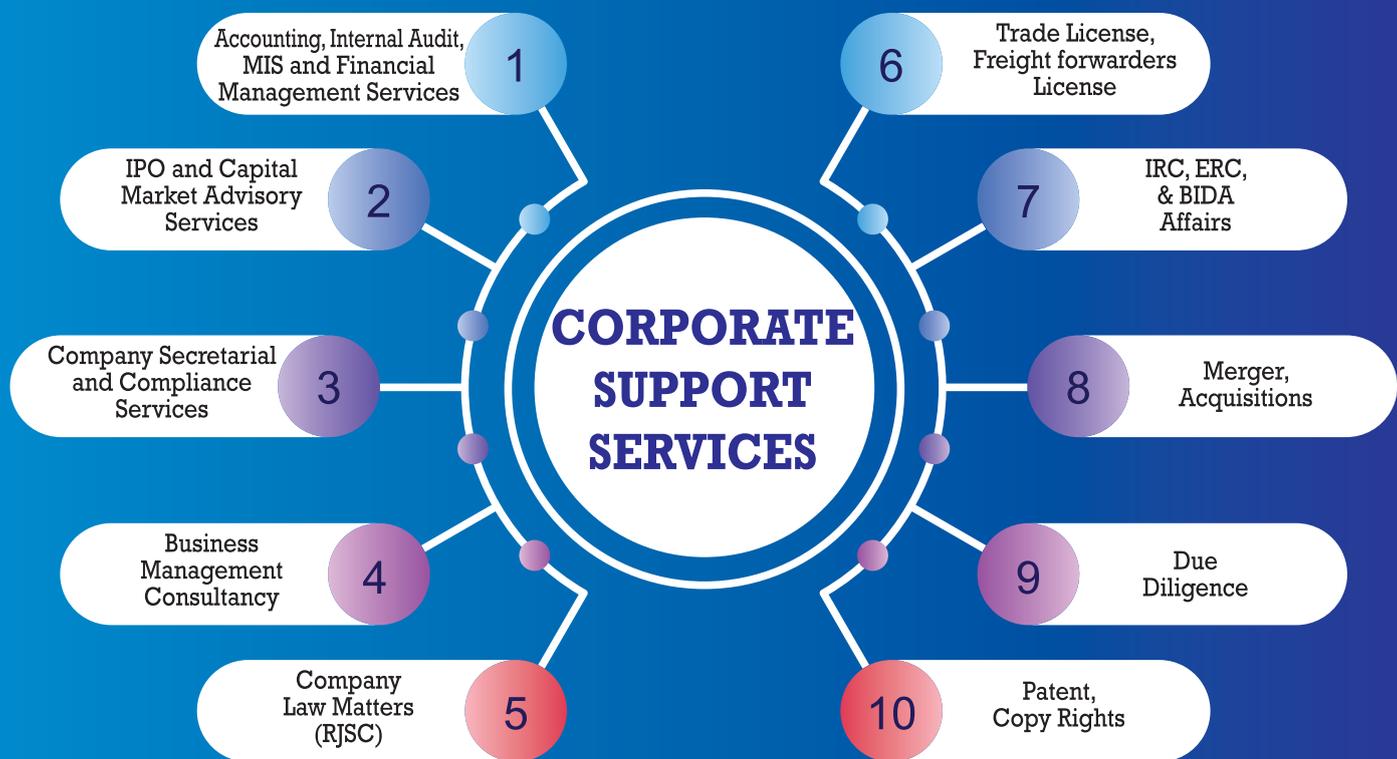
About us

UTTAM & ASSOCIATES is one of the Leading Chartered Secretaries & Business Consulting firm in Bangladesh. It began its journey in the year of 2022 with the motive to deliver Credible, Superior & Quality professional services in various corporate area around Bangladesh. Uttam & Associates obtained its practicing License bearing no. 14 from the Institute of Chartered Secretaries of Bangladesh (ICSB) in 2022. Over the years we have grown into a leading Chartered Secretaries firm in Bangladesh offering our clients an array of services in the fields of Corporate Governance Audit (BSEC), Corporate Governance Audit (IDRA), Independent Scrutinizer, Secretarial Audit, Tax, VAT and Customs Consultancy, RJSC Support Services and other Business Consultancy. Currently we are successfully serving some of the Reputed Listed and Non Listed companies in the country.



OUR MAJOR SERVICES





Our Resource Persons:



Uttam Kumar Dey, FCS
CA (PL), VAT Consultant (NBR), ITP
CEO & LEAD CONSULTANT

Uttam Kumar Dey, FCS is the CEO & Lead Consultant of Uttam & Associates a Practicing Chartered Secretaries and Business Consulting Firm. He is the Fellow Member of Institute of Chartered Secretaries of Bangladesh (ICSB) bearing enrolment number is F-0252. Mr. Dey is a seasoned corporate professional with eighteen years of experience in Accounting and Corporate Governance sectors of Bangladesh. He has obtained B.Com (Hons.) and M. Com. in Accounting from the National University of Bangladesh. He has qualified as a Chartered Secretary in 2014. He has completed Chartered Accountancy course in 2007 from a reputed CA firm and also passed 10 subjects (1000 marks) out of 17 subjects. He has obtained Income Tax Practitioner (ITP) Certificate from National Board of Revenue in 2013. He have taken part in different training sessions with BSEC, BICM, BASM, DSE and other reputed organizations. He has served in many reputed organization as a Company secretary and senior level position. Before Starting Private Practice he was the Company Secretary of the following Listed Companies:

- ▶ ICB Islamic Bank Limited.
- ▶ Bangladesh National Insurance Company Limited.
- ▶ Dhaka Insurance Limited.
- ▶ Continental Insurance Limited.

Areas of Expertise:

- ▶ Corporate Governance and Board affairs.
- ▶ Company Secretarial, Legal and Compliances.
- ▶ Accounts and Finance.
- ▶ Internal Audit and External Audit.
- ▶ Preparation of Annual Report.
- ▶ Company law, Corporate Laws.
- ▶ Tax, VAT and Customs.
- ▶ Capital Market and Securities Laws.
- ▶ Compliance Audit and Due Diligence.
- ▶ RJSC affairs.
- ▶ Corporate Restructuring – Merger and Acquisition.

Membership:

- Fellow Member of Institute of Chartered Secretaries of Bangladesh (ICSB).
- Member of Dhaka Taxes Bar Association.
- Chairman - Members Placement Sub Committee.



Md. Mehadi Hasan Mazumder, FCS

Senior Consultant

Mr. Md. Mehadi Hasan Mazumder is a Senior Consultant of Uttam & Associates a Practicing Chartered Secretary and Business Consulting Firm. Mr. Mazumder is a seasoned financial professional with two decades of experience in the banking and corporate governance sectors of Bangladesh. Mr. Mazumder is a Fellow of the Institute of Chartered Secretaries of Bangladesh (FCS), having completed the Chartered Secretary course in 2014 and a licensed Income Tax Practitioner (ITP), accredited by the National Board of Revenue (NBR) since 2008. Mr. Mazumder has deep expertise in company secretarial practices, tax compliance, credit risk management, and regulatory affairs. He possesses sound knowledge of Company Law, Securities Law, Tax Laws, and the regulatory frameworks governing the banking and financial sectors. Throughout his 20 years career, Mr. Mazumder has held key roles in two of the leading commercial banks of Bangladesh, where he has consistently excelled in Board operations, credit analysis, and corporate governance functions.

An alumnus of the University of Dhaka with an MBA and BBA in Finance & Banking, Mr. Mazumder also completed the Banking Diploma (Parts I & II) in a single sitting in 2007, securing 2nd position in both parts. For this exceptional achievement, he was awarded Silver Medals by the Institute of Bankers, Bangladesh (IBB) and received multiple accolades from institutions such as Sonali Bank, BASIC Bank, and Al-Arafah Islami Bank.

His strong legal and regulatory acumen, combined with his commitment to professional integrity and excellence, makes him a trusted advisor in tax, governance, and financial consulting services.

Mohammad Nazrul Islam, FCS

Senior Consultant

Mohammad Nazrul Islam is the Senior Consultant of Uttam & Associates a Practicing Chartered Secretaries and Business Consulting Firm. Last Fifteen years of experience and worked in various organizations in senior level position. He is the Fellow member of Institute of Chartered Secretaries of Bangladesh (ICSB). He did his B. Com (Hons.) and Master in Accounting from Govt. Titumir College, Dhaka with 1st Class. He has completed Chartered Accountancy (CA) course from a reputed CA firm and passed 1300 marks. He also did Management Development Program (MDP) in Leadership & Change Management and Credit Risk Management from IBA of Dhaka University. He obtained Income Tax Practitioner Certificate from National Board of Revenue. He is the member of Dhaka Taxes Bar Association. He is also the Life Member of Bangladesh Accounting Association. He has participated in the various training program like "Learning Use of AI Technology to Improve Professional Capacity" conducted by ICSB and "Management Assessment Centre" conducted by CATS Academy, INDIA.



Sajal Kumar Bala, FCS

Senior Consultant

Mr. Sajal Kumar Bala is the Senior Consultant of Uttam & Associates a Practicing Chartered Secretary and Business Consulting Firm. Last twelve years of experience he worked in various organizations in Senior level position. He did his B.Com (Hons.) and Master in Accounting from the National University. He is the Fellow member of Institute of Chartered Secretaries of Bangladesh (ICSB). He has completed Chartered Accountancy (CA) course from a reputed CA firm and passed 1500 marks. He obtained Income Tax Practitioner Certificate from National Board of Revenue.



Kishor Kumar Mitra, ACS

Senior Consultant

Kishor Kumar Mitra serves as a Consultant at Uttam & Associates, a reputed firm of Practicing Chartered Secretaries and Business Consultants. He is an Associate Member of the Institute of Chartered Secretaries of Bangladesh (ICSB). Over the past seventeen years, he has gained extensive professional experience, having worked in various organizations at different levels of responsibility.

Mr. Mitra holds a BBA and MBA in Finance and Banking from Rajshahi University. He also earned an LL.B. degree from the National University and obtained the Income Tax Practitioner (ITP) certificate under the National Board of Revenue in 2013. Furthermore, he successfully completed the Advanced Certificate for Management Professionals (ACMP) 4.0, a Management Development Program (MDP) offered by the Institute of Business Administration (IBA), University of Dhaka in 2020.



Md. Zahid Iqbal
Senior Consultant

Zahid Iqbal is the Senior Consultant of Uttam & Associates a Practicing Chartered Secretary and Business Consulting Firm. Last fifteen years of experience he worked in various organizations in Senior level position. He did his B.Com (Hons.) and Master in Management from the Jagannath University. He has completed Chartered Accountancy (CA) course from a reputed CA firm. He has obtained a certificate titled Master of Taxation under faculty of Business Studies of University of Dhaka. He has obtained LL.B and LL.M from a Reputed University. He is the Income Tax Practitioner (ITP) under National Board of Revenue. Before starting his practicing career he was the Principal Officer (Accounts & Finance) of United Finance PLC.



H. M. Khaja Uddin
Senior Consultant

H. M. Khaja Uddin is the Senior Consultant of Uttam & Associates a Practicing Chartered Secretary and Business Consulting Firm. Last fourteen years of experience he worked in various organizations in senior level position. He did his B.Com (Hons.) and Master in Management from the Jagannath University. He has completed Chartered Accountancy (CA) course from a reputed CA firm. He obtained Income Tax Practitioner Certificate from National Board of Revenue. Before starting his practicing career ha was the Asst. Manager (Accounts) of Max Group.



Amrita Chandra Dey
Junior Consultant

Amrita Chandra Dey is the Junior Consultant of Uttam & Associates a Practicing Chartered Secretary and Business Consulting Firm. He did his BBA and MBA major in Finance from City University. He has completed Chartered Accountancy (CA) course from a reputed CA firm.



Mominul Islam
Manager

Mominul Islam is the Manager of Uttam & Associates, a Chartered Secretaries and Consulting Firm. He has completed the Chartered Accountancy course from Shafiqul Alam & Co. and also qualified Certificate level. Over the last three years he has gained professional experience as auditor across various organizations particularly in Financial Statements, Audit, Tax, VAT and Corporate Governance Compliance areas. He did his BBA and MBA in Accounting from the National University of Bangladesh



Our Valuable Corporate Clients:



ICB ISLAMIC BANK LTD.



প্রাইম ফাইন্যান্স
এন্ড ইনভেস্টমেন্ট লিমিটেড



Dhaka Insurance Limited



ইউনাইটেড ইনসিওরেন্স কোম্পানী লিমিটেড
UNITED INSURANCE COMPANY LIMITED



Peoples Insurance PLC.



DGIC Desh General
Insurance Company Ltd.



TRUST US FOR LIFE
PRAGATI LIFE
INSURANCE PLC



Central Insurance PLC.



বেঙ্গল ইসলামি লাইফ ইন্স্যুরেন্স লিমিটেড
BANGAL ISLAMI LIFE INSURANCE LIMITED
জীবন সহ | with life



TRUST Islami Life
Insurance Ltd.



লাইফ ইন্স্যুরেন্স কর্পোরেশন (প্লেসাইসি) অব বাংলাদেশ লিমিটেড
Life Insurance Corporation (LIC) Of Bangladesh Ltd.



Pragati Insurance Limited



Indo-Bangla Pharmaceuticals Ltd.



Deshone Apparels Ltd.
100% Export Oriented
Garments Industry



mygps
PRIVATE LIMITED



GQ Ball Pen Industries Ltd.



IFAD[®]
IFAD Autos PLC



Meghna Life Insurance PLC.



Power Grid Bangladesh PLC.



Wata Chemical Limited



JMI Hospital Requisite MFG. Limited



SOUTH ASIA INSURANCE COMPANY LIMITED

Business Identification Number (BIN)



Government of the People's Republic of Bangladesh
National Board of Revenue

Mushak-2.3

Customs, Excise and VAT Commissionerate, Dhaka (South)
Tejgaon Division

Value Added Tax Registration Certificate

This is to certify that the person whose details are given below is registered under
Value Added Tax and Supplementary Duty Act, 2012 (Act No. 47 of 2012)

BIN : 007091766-0203

| | |
|---------------------------------|--------------------------------------------------------------------------------------|
| Name of the Entity | : UTTAM & ASSOCIATES |
| Trading Brand Name | : N/A |
| Old BIN | : N/A |
| e-TIN | : 668638434490 |
| Address | : Shah Ali Tower, 33 Kawran Bazar, Dhaka-1215; Tejgaon PS; Dhaka-1215; Bangladesh |
| Issue Date | : 17/05/2025 |
| Effective Date | : 05/2025 |
| Type of Ownership | : Proprietorship |
| Major Area of Economic Activity | : Services |



This is a system generated certificate and doesn't require any signature

Trade Licence

ঢাকা উত্তর সিটি কর্পোরেশন

www.dncc.gov.bd



লাইসেন্স ইস্যুর বিবরণ

ইস্যুর তারিখ : 15/10/2025
ইস্যুর সময় : 15:20:51

ই-ট্রেড লাইসেন্স

লাইসেন্স নং : TRAD/DNCC/149857/2022

স্থানীয় সরকার (সিটি কর্পোরেশন) আইন, ২০০৯ (২০০৯ সনের ৬০ নং আইন) এর ধারা ৮৬, ৩৫ এর অধীন এবং ধারা ৮৬, ৩৫ এর অধীনে ক্ষমতাবলে সরকার প্রণীত আদেশ কর্তৃক ডাকনাম, ২০১৬ এর ১০ অনুচ্ছেদ অনুযায়ী বাসসা, বৃত্তি, পেশা বা শিল্প প্রতিষ্ঠানের উপর আরোপিত কর আদায়ের লক্ষ্যে নিম্নে বর্ণিত ব্যক্তি প্রতিষ্ঠানের আনুকুলে অত্র ট্রেড লাইসেন্সটি ইস্যু করা হলো।

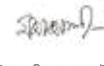
| | |
|------------------------------------|---------------------------------------------------------|
| ১। ব্যবসা প্রতিষ্ঠানের নাম | : উত্তম এক্স এসোসিয়েটেস |
| ২। ব্যবসা প্রতিষ্ঠানের মালিকের নাম | : উত্তম কুমার সো |
| ৩। পিতা/স্বামীর নাম | : নাহায়েন চন্দ্র সো |
| ৪। যাত্রার নাম | : অবলা রানী সো |
| ৫। ব্যবসার প্রকৃতি | : অব্যাহা - একক |
| ৬। ব্যবসার ধরন | : কনসালটেন্সী ফার্ম |
| ৭। ব্যবসা প্রতিষ্ঠানের ঠিকানা | : ৩৩, শাহ আলী টাওয়ার, কাওরান বাজার, তেজগাঁও, ঢাকা-১২১৫ |
| ৮। অকল-ডিএনসিসির নিজস্ব মার্কেট | : ৫ কারওয়ান বাজার ওয়ার্ড: ২৬ |

| | | | | | |
|---------------------------------|-------------------------|------------------------|--------------|------------------|---|
| ৯। এনআইডি/পাসপোর্ট জন্ম নথির নং | : ৯০১২০৪৭৩৩১৮০ | টিআইএন/বিআইএন নং | : ০৭১৪৬৩৫৫৫৫ | ই-মেইল | : |
| ১০। মেরাইল নম্বর | : ২০২৫-২০২৬ (নবায়নকৃত) | ব্যবসা শুরু তারিখ | : ০৭/০৫/২০২৩ | | |
| ১১। মালিকের বর্তমান ঠিকানা | | মালিকের স্থায়ী ঠিকানা | | | |
| বোডিং নং | : ২৯২ | বোডিং নং | : | | |
| জেড নং | : | জেড নং | : | | |
| গ্রাম, মহল্লা | : পশ্চিম নাথলপাড়া | গ্রাম, মহল্লা | : | সি/হরপী দে পাড়া | |
| পোস্ট কোড | : ১২১৫ | পোস্ট কোড | : | এলাসি-১৯১৩ | |
| থানা | : তেজগাঁও | থানা | : | বেলুয়ার | |
| জেলা | : ঢাকা | জেলা | : | টাঙ্গাইল | |
| বিভাগ | : ঢাকা | বিভাগ | : | ঢাকা | |

১২। আবেদনকারীর ডাকনাম, ২০১৬ এর ক্রমিক নং :
১৩। ট্রেড লাইসেন্স আইন মতুননবায়ন।

| | | | |
|--------------------|--------|----------------------------|-----------|
| লাইসেন্স নবায়ন ফি | : ৩০০০ | সাইনবোর্ড কর (পরিচিতিমূলক) | : ৪০০ |
| সারচার্জ | : ১০০০ | ডাউট | : ৬৫৭ |
| আবেদনকারী / উৎসেধক | : ৩০০০ | বই ফুল | : ২৭০ |
| বকেয়া () | : ০ | ফর্ম ফি | : ০.০০ |
| সংশোধনী ফি | : ০.০০ | অন্যান্য ফি | : ৫০০.০০ |
| | | সর্বমোট | : ৮০০৭.০০ |

অত্র ট্রেড লাইসেন্স এর মেয়াদ ৩০ শে জুন, ২০২৬ পর্যন্ত



লাইসেন্স ও বিজ্ঞাপন সুপারভাইজার

কর কর্মকর্তা



Contact Details:

UTTAM & ASSOCIATES
CHARTERED SECRETARIES

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- ☎ **+88 01714 635595**
- ✉ uttamdeytax@gmail.com
- 🌐 www.uttamassociates.com