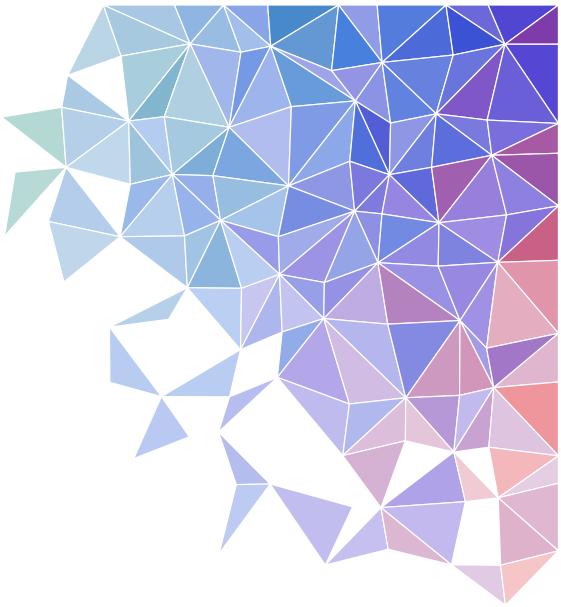
D P Sitapara & Associates™

TAX CONSULTANT · PAN-INDIA · SINCE 2014

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COMPANY PROFILE · EDITION 2026

Tax, compliance and finance — handled with care.

120+ services across 15 practice areas — for individuals, families and businesses in every sector, across India.

120+	5,500+	15	2014
SERVICES	CLIENTS SERVED	PRACTICE AREAS	ESTABLISHED

OUR 15 PRACTICE AREAS

01 Income Tax
02 GST
03 Business Setup
04 Licences & Approvals
05 Accounting
06 Audit Support & Certificates
07 Company Law & ROC
08 Labour Law & Payroll
09 Loans & Govt. Schemes
10 Trust & NGO
11 Legal, Property & Advisory
12 Trademark & IPR
13 International & FEMA
14 PAN, TAN & DSC
15 Citizen & CSC Services

ABOUT US

Behind every number is a person, a dream, a business — or a legacy.

OUR STORY

D P Sitapara & Associates™ began in 2014, when Dinesh Sitapara started practising as an individual consultant with one purpose — to bridge the gap between complex tax and legal systems and the common people who must follow them. We began with Income Tax returns and basic GST work in Rajkot.

Today we offer a complete 360° suite: taxation, business registrations, licences, government documentation, intellectual property, finance and online services — for individuals, traders, start-ups, MSMEs and companies across India.

OUR PHILOSOPHY

Every client interaction is a long-term commitment. We don't chase transactions — we build relationships. Many of our clients have been with us from day one, and that is not by chance.

OUR VISION

To become India's most trusted consultancy platform for taxation, business compliance, legal support and government documentation — driven by innovation, empathy and integrity.

OUR MISSION

To simplify consultancy and deliver impactful results through a tech-powered, client-centric model — making professional services accessible to all.

OUR MOTTO

Reliable guidance. Honest advice. Long-term relationships.

WHAT WE STAND FOR

Integrity
Correct filings, honest advice — even when the answer is not what a client hoped to hear.

Accuracy
Every figure checked against 26AS, AIS, TIS and GST data before it is filed.

Accessibility
Plain-language guidance in Gujarati, Hindi and English, in office or online.

FOUNDER

Dinesh Sitapara

Founder & Owner · Govt.-Registered GST Practitioner · Tax Consultant

WHY DPS

Clear advice. Compliance done right.

01
120+ services, one desk
Tax, GST, ROC, labour, licences, loans and citizen services — one point of contact.

02
Pan-India, fully digital
Clients served across India with 100% online processing and personal support.

03
Real-time tracking
Quick turnaround, due-date reminders and status updates on WhatsApp.

04
Secure & confidential
Encrypted cloud storage; every file kept under your own client code.

05
Transparent pricing
Clear quotes before work begins, with easy online payment modes.

06
Inclusive by design
50% off our fees for Divyang persons, widows and orphanages.

TECHNOLOGY WE USE

- Encrypted cloud document storage
- WhatsApp Business catalog & chat
- e-Verification & digital signatures
- Automated workflow & task tracking
- Client-code based digital filing
- Online appointments & e-support

WHO WE WORK WITH

Salaried & pensioners
ITR, Form 16, refunds, tax-saving plans

Proprietors & traders
GST, books, ITR-3/4, bank-ready accounts

Firms & LLPs
Deeds, ITR-5, audit support, ROC filings

Companies
ROC annual filings, payroll, compliance calendar

Trusts & NGOs
12A / 80G, ITR-7, FCRA, donation records

NRIs & families
NRI tax, DTAA, property, Varsai, citizen services

HOW WE WORK

01
Share documents
WhatsApp, email or office visit.

02
Review & plan
We check, compute and advise.

03
File & comply
On time, with your approval.

04
Track & follow up
Acknowledgement, refunds, next dates.

OUR GROWTH STORY

From one room in Rajkot to clients across India.

We started in 2014 as an individual consultant. Today **5,500+ clients** have trusted us with their tax and compliance — our growth tells our story.

2014	**Started as an individual consultant** in Rajkot, with Income Tax returns and basic GST services.
2015	**Expanded** into business registrations and licensing.
2017	**Crossed 1,000+ clients** and became a recognised name for multi-service consultancy in Saurashtra.
2020	**Went digital-first** with cloud document storage and automated workflows.
2022	**Launched Pan-India services** with online appointments and 100% digital processing.
2024	**Added** ISO certification, HR compliance and advanced certification services.
2025	**Among Rajkot's leading** integrated consultancy firms.
2026	**5,500+ clients served** and 120+ services across 15 practice areas.

ACHIEVEMENTS AT A GLANCE

5,500+	120+	12+	Pan-India
clients served	services offered	years of practice	online reach

WHAT WE DO

15 practice areas. 120+ services.

For every sector, Pan-India. Full lists on the next four pages.

01	**Income Tax**	ITR, NRI tax, TDS, notices, appeals, refunds	10 services
02	**GST**	Registration, returns, 9/9C, refunds, GSTAT	10 services
03	**Business Setup**	Firm, LLP, company, OPC, Udyam, IEC	10 services
04	**Licences & Approvals**	FSSAI, APEDA, factory, fire, BIS, GeM, ISO	10 services
05	**Accounting**	Books, final accounts, MIS, virtual CFO	6 services
06	**Audit Support & Certificates**	Tax, GST, stock audit and CA certificates	6 services
07	**Company Law & ROC**	Annual filings, KYC, changes, closures	8 services
08	**Labour Law & Payroll**	PF, ESIC, PT, payroll, Labour Codes	8 services
09	**Loans & Govt. Schemes**	CMA, project reports, Mudra, PMEGP	8 services
10	**Trust & NGO**	Registration, 12A / 80G, FCRA, ITR-7	6 services
11	**Legal, Property & Advisory**	Deeds, agreements, wills, 7/12, Varsai	10 services
12	**Trademark & IPR**	Search, filing, objections, renewal	5 services
13	**International & FEMA**	Exim, FDI, ODI, FLA, cross-border tax	6 services
14	**PAN, TAN & DSC**	New, correction, e-PAN, digital signature	6 services
15	**Citizen & CSC Services**	Aadhaar, Ayushman, certificates, cards	12 services

OUR SERVICES

Tax, GST & business set-up.

01 Income Tax

Returns, planning, notices and appeals for every taxpayer.

- 1.1 ITR — individuals, HUFs, firms, companies, trusts
- 1.2 NRI taxation & DTAA relief
- 1.3 Tax planning — old vs new regime
- 1.4 Advance tax & capital gains working
- 1.5 TDS / TCS returns, Form 16 & corrections
- 1.6 Notices, scrutiny & assessment replies
- 1.7 Appeals before CIT(A) & ITAT
- 1.8 Rectification, refunds & updated returns
- 1.9 Form 15CA / 15CB, 15G / 15H
- 1.10 Lower / nil TDS certificate

02 GST

End-to-end GST, from registration to tribunal.

- 2.1 Registration — regular, composition, casual
- 2.2 Amendment, cancellation & revocation
- 2.3 GSTR-1, GSTR-3B & CMP-08 returns
- 2.4 Annual return GSTR-9 / 9C
- 2.5 ITC reconciliation (2B & IMS)
- 2.6 LUT & export / ITC refunds
- 2.7 Notice & SCN replies, appeals, GSTAT
- 2.8 E-invoice & e-way bill setup
- 2.9 ISD and GST TDS / TCS registration
- 2.10 GST advisory & health check

03 Business Setup

The right structure and registrations from day one.

- 3.1 Proprietorship & partnership firm
- 3.2 LLP & Private Limited company
- 3.3 OPC, Section 8, Producer & Nidhi company
- 3.4 Co-operative society registration
- 3.5 Udyam (MSME) registration
- 3.6 Shops & Establishment
- 3.7 Professional Tax registration
- 3.8 Import Export Code (IEC)
- 3.9 Startup India (DPIIT) recognition
- 3.10 Choosing the right structure

04 Licences & Approvals

Sector licences and approvals for every industry.

- 4.1 FSSAI registration & licence
- 4.2 APEDA, FIEO & Spices Board RCMC
- 4.3 Factory & contract labour licence
- 4.4 Fire NOC & municipal trade licence
- 4.5 GPCB pollution consent
- 4.6 Legal Metrology & BIS / ISI
- 4.7 Drug licence (retail / wholesale)
- 4.8 RERA registration & updates
- 4.9 GeM seller registration
- 4.10 ISO & ZED certification

OUR SERVICES

Books, company law & your people.

05 Accounting

Clean books every month, ready for tax and banks.

- 5.1 Monthly / quarterly bookkeeping
- 5.2 Trading, P&L & Balance Sheet
- 5.3 Tally / Zoho / QuickBooks support
- 5.4 MIS, budgeting & forecasting
- 5.5 Virtual CFO services
- 5.6 Annual compliance packages

06 Audit Support & Certificates

Audit preparation and certificates via associate CA.

- 6.1 Tax audit & GST audit support
- 6.2 Statutory & internal audit coordination
- 6.3 Stock audit for bank accounts
- 6.4 Trust, society & co-op audit support
- 6.5 Net worth & turnover certificates
- 6.6 Provisional financial statements

07 Company Law & ROC

Annual and event-based filings for companies & LLPs.

- 7.1 Annual filings — AOC-4, MGT-7, LLP 8 & 11
- 7.2 DIN & DIR-3 KYC
- 7.3 Director, office & name changes
- 7.4 Share allotment, transfer & capital
- 7.5 Minutes, resolutions & registers
- 7.6 Firm to LLP / company conversion
- 7.7 Partnership deed changes & dissolution
- 7.8 Company & LLP strike-off

08 Labour Law & Payroll

Payroll and labour compliance under the new Codes.

- 8.1 EPF & ESIC registration and returns
- 8.2 Professional Tax & Labour Welfare Fund
- 8.3 Payroll, payslips & salary structure
- 8.4 Labour Codes compliance
- 8.5 Gratuity, bonus & full-and-final
- 8.6 PF withdrawal & ESIC claims
- 8.7 PF / ESIC inspection replies
- 8.8 HR policies & appointment letters

Audit reports and CA certificates are signed by our associate Chartered Accountant. DPS prepares the records, coordinates the audit and handles filing.

OUR SERVICES

Loans, NGOs & legal work.

09 Loans & Govt. Schemes

Bank-ready reports and government scheme support.

- 9.1 CMA data & project reports
- 9.2 Bank loans — CC, OD, term, home, LAP
- 9.3 Mudra loan (PMMY)
- 9.4 PMEGP subsidy-linked loan
- 9.5 CGTMSE & Stand-Up India
- 9.6 Gujarat subsidy claims (iFP)
- 9.7 Business valuation support
- 9.8 Financial health review

10 Trust & NGO

Registration, exemptions and annual compliance.

- 10.1 Trust, society & Section 8 registration
- 10.2 12A / 80G registration & renewal
- 10.3 NGO Darpan & FCRA
- 10.4 ITR-7 & donation statements
- 10.5 Trust accounts & audit support
- 10.6 CSR consultation

11 Legal, Property & Advisory

Drafting, land records and practical advice.

- 11.1 Partnership deeds, MOUs & agreements
- 11.2 Rent / leave & licence agreements
- 11.3 Gift deed, affidavits & declarations
- 11.4 Will drafting & succession planning
- 11.5 7/12, 8-A & property card extracts
- 11.6 Varsai (heirship) entry
- 11.7 Property documents & TDS on property
- 11.8 Business structuring advice
- 11.9 Tax & compliance consultation
- 11.10 FEMA & RBI compliance advice

12 Trademark & IPR

Protect your brand, name and creative work.

- 12.1 Trademark search & application
- 12.2 Examination reply & opposition
- 12.3 Trademark renewal
- 12.4 Copyright & design registration
- 12.5 International trademark (Madrid)

OUR SERVICES

Global, identity & citizen services.

13 International & FEMA

Cross-border trade, investment and tax.

- 13.1 Import-export set-up & ICEGATE
- 13.2 FDI reporting — FC-GPR, FC-TRS
- 13.3 Overseas investment (ODI) & APR
- 13.4 FLA annual return
- 13.5 Cross-border tax & DTAA
- 13.6 Foreign remittance documentation

14 PAN, TAN & DSC

Identity and digital signature services.

- 14.1 New PAN — individual, entity, foreigner
- 14.2 PAN correction & reprint
- 14.3 Instant e-PAN & PAN-Aadhaar link
- 14.4 TAN application & correction
- 14.5 Class 3 Digital Signature (DSC)
- 14.6 Income tax e-filing account help

15 Citizen & CSC Services

Government documents and welfare schemes for families.

- 15.1 Aadhaar update assistance
- 15.2 Ayushman card (PM-JAY)
- 15.3 e-Shram & PM-Kisan
- 15.4 Atal Pension & NPS enrolment
- 15.5 Income, caste & domicile certificates
- 15.6 Ration card — new & changes
- 15.7 Voter ID — new & correction
- 15.8 Birth, death & marriage certificates
- 15.9 Senior citizen card
- 15.10 Driving licence assistance
- 15.11 Passport assistance
- 15.12 PGVCL name transfer

Sectors we serve — all of them.

Pan-India · online & in office

- Manufacturing & MSMEs
- Trading & retail
- Food, farsan & restaurants
- Agriculture & farmers
- Medical & pharma
- Transport & logistics
- Construction & real estate
- Import & export
- IT & professional services
- Start-ups & e-commerce
- Education, trusts & NGOs
- Salaried, NRIs & families

INSPIRING BUSINESS EVOLUTION, EVERY DAY

Let's talk.

A return, a registration, a notice or a loan file — anywhere in India. Tell us what you need and we'll take it from there.

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HOURS	Mon – Sat, 10 AM – 6 PM · Sunday by appointment
FOLLOW US	Facebook · Instagram · X (Twitter) · WhatsApp — **@dpsitaparaassociates**
GOOGLE	Find & review us on Google Maps — **D P Sitapara & Associates™** (scan the Location QR)

Dinesh Sitapara

Founder & Owner · Since 2014
Govt.-Registered GST Practitioner

WHATSAPP

LOCATION

LEGAL NOTICE

General information only, not legal or tax advice. Laws and due dates change — please confirm before acting. Audit reports and CA certificates are signed by our associate Chartered Accountant. "D P Sitapara & Associates™" is a trademark; reproduction or use of this profile, its name or design without written permission of D P Sitapara is prohibited under Indian law.