



**Augment**  
**Outsourcing & Advisory LLC**  
Corporate Profile

# About Us

Premier BPO and  
Advisory Firm



Our typical clients are **Start-ups and SMEs** that would like to **grow without scaling** back-office operations. Our team consists of Finance and Legal backgrounds **with experience in managing operations** of various SMEs, MNCs and Governmental Organizations.



## **Elevator Pitch** Full-Service Business Partner

### **Outsourcing**

Our Outsourcing arm focuses on comprehensive back-office solutions from accounting to transaction advisory and implementation.

### **Advisory**

Our Advisory arm leverages from experience gained across various businesses.

# Outsourcing

## Cost-Effective and Premium

### Finance

We provide accounting services to allow businesses to focus on revenue over operations. Our services include:

- Book-Keeping
- Sales Reports
- Cost Reports
- Invoicing

### Human Resources

We manage talent on behalf of the management team ensuring back-office support for all employees. Outsource the basic HR function and obtain the following services:

- Payroll Processing
- Recruitment
- Personnel Management
- Compliance

### Government Relations

Outsource government services including:

- Company Registration and Renewals
- Visa Procurement
- Document Management

### Legal / Contract Advisory

Need contract templates, assistance with negotiations and closing document? We provide:

- Basic Document Templates for Contracts
- Support in Negotiations
- Transaction Advisory

### Procurement

By managing vendors we help your organization control costs, drive service excellence and mitigate risks to gain increased value.

- Sourcing of Competitive Bids
- Drafting and Issuing Basic RFPs.

### Marketing Support

Focus on Business Development while we manage your marketing needs.

- Social Media Management
- Campaign Management

### IT and Process Automation

We support organisations in streamlining their processes through the use of information technology.

Whether it is preparing a seamless workflow applications or tweaking current enterprise solutions, we have the expertise to support.

### Other Outsourcing

We provide various other business process outsourcing solutions including Staff Augmentation services.



# Full-Service Advisory

## Finance and Beyond



Given our involvement in various businesses and our diversified expertise, we are able to provide unparalleled advisory services. A non-exhaustive overview of our services is below.

### Financial

- Feasibility Studies
- Business Planning
- Forensic Accounting
- Business Valuation
- Due Diligence
- Taxation service

### Business

- Contract Analysis
- Negotiation Advisory
- Corporate structuring
- Investment Appraisal
- Internal Audit

### Management

- Business Management
- Settlement Processing
- Board Effectiveness and Planning
- Organizational Development
- Manpower Planning
- HR Reviews
- Outsourcing Plan

### Strategy

- Product Research
- Benchmarking
- Gap Analysis
- Operational Reviews
- Supply Chain Management
- Policies and Procedures
- Process Improvement

### Information Technology

- Enterprise Content Management
- Automation
- Data and Artificial Intelligence
- Business Application Platforms



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