



APTNESS

# Aptness

Company Profile

**Welcome to  
Our Company**  
**Always with  
Passion**



APTNESS



To be  
regionally  
and internationally  
recognized as the  
tax/accounting/aud  
iting firm of choice  
for comprehensive  
financial and  
professional  
services.

# Vision





# Mission

To provide exceptional financial and professional services while maintaining the highest levels of integrity and professionalism as we meet needs of our clients and help them to cultivate success.



# Mission



# Lead To Next Quality And Next Value.

We are continually  
advancing and  
improving to  
guarantee that  
clients get the  
finest conceivable  
quality and esteem  
in our services





# About Aptness



Aptness consultancy is managed by highly experienced practitioners who strive to provide best tax consultancy and accounting services. We have served a wide run of clients from numerous distinctive businesses, in various fields such as: manufacturing, trading, financial service, Hospitality & Tourism, NGO & Charitable Trust , Education, Construction, Agriculture etc.

Since its establishment, Aptness Consultancy has worked to the highest standards in providing its clients with comprehensive accounting and consulting services protecting their interests.

We always show flexibility and apply individual approach to each client, optimizing the efficiency of their accounting, finances and tax obligations according to the nature of their business.

We have created channels for communications and hope to receive feedback from all stakeholders on all aspects of our strategic objectives and responsibilities





# Why Aptness

Every day we challenge ourselves to do what matters most—for clients, for our people, and for society.

We serve clients distinctively, bringing innovative insights, solving complex challenges and unlocking sustainable growth.

We inspire our talented professionals to deliver outstanding value to clients, providing an exceptional career experience and an inclusive and collaborative culture.



# Aptness Service Chart

## Tax

Corporate Tax Management

Tax Planning & Compliance

Tax Reporting & Strategy

Tax Health Checks

Tax Dispute Resolution

## Accounting

Financial Statement Audit.

Accounting and Bookkeeping

## Advisory

### Management Consultancy

Financial Management

Profitability cashflow Management

Business Planning

Business Deal advisory

Corporate Secretarial services

Accounting Advisory

Internal Audit Risk, and compliance





A man in a blue suit and tie is sitting at a wooden desk, working on a silver laptop. A large black desk lamp is positioned to his right, illuminating the workspace. Behind him, a brick wall features two shelves filled with books, including titles like 'BUSINESS LAW', 'COMPANY LAW', 'Contract and specific relief', 'BUSINESS ACCOUNTING', 'FRANK WOOD'S', 'AFRICA', 'MASTERY', and 'Services Marketing'. A book titled 'BUSINESS ACCOUNTING' is also visible on the desk in the foreground.

# OUR SERVICES



Our objective is to leave you deal with the management and the day to day operations of your business.

The accounting services we offer to you, will help you keep track of the performance and position of your business on a daily basis.

Our Accounting services includes the followings :

- Maintenance of proper books and records by using computerised accounting systems.
- Preparation and submission of VAT returns.
- Payments of taxes.
- Preparation of various reports for management purposes such as budgets, cash flow forecasts along with variance reports against actual results.
- Preparation of debtors and creditors statements and analysis.
- Monthly bank reconciliations.
- Monthly creditors reconciliations.
- Preparation of financial statements and consolidated financial statements in accordance with International Financial Reporting Standards (IFRSs).
- Unaudited accounts preparation for banks.
- Training in the use of computers, accounting packages and other techniques.
- Advice on accounting systems selection.



## Accounting & Bookkeeping Services





# Tax Management

Tax advice and planning are of universal business importance, ensuring that the tax burden is no higher than it should be.

The growing complexity of tax regimes and constant changes to tax laws, however make it almost impossible for any individual to keep pace with the evolving world of taxation.

Our Tax division recognizing that taxation constitutes a major business cost, is able to provide advisory, agency and tax compliance services in areas of income and corporation tax, value added tax, custom and excise tax and other direct and indirect taxes.

Our tax team has a reputation for creative solutions tailored individually to meet the client's needs.

The range of services provided by our tax division includes;

- Assisting client with Tax compliance services: Registration ,filling of tax returns, payment of tax and maintenance of records.
- Representing client and assist client to manage technical correspondences with revenue authority.
- Sharing timely and relevant tax updates with clients
- Tax planning.





## Tax Dispute Resolution & Controversy Services

Tax dispute implies the general conflict or disagreement between tax authority and tax payer arising from the decision of commissioner general. Such disagreement is normally caused by either poor interpretation of statutes or tax avoidance.

A merging of worldwide forces has brought about in a significant increment within the number and size of tax audits, assessments, and disputes with revenue authorities around the world.

Virtually no area of tax enforcement has escaped this phenomenon, which includes direct taxes and indirect taxes as well as specialist areas such as customs, tax fraud.

This new situation places a premium on audit and dispute prevention techniques because companies/businesses are under constant competitive pressure to structure their business operations effectively and efficiently.

### How APTNESS can help you

Our Tax Controversy and Dispute Resolution TEAM can help you gain a better understanding of your company's risks and exposures--and oversee your examinations, audits and tax disputes. Ready to assist you to execute reliable and faultless hones and policies.

***Ready to assist you to execute reliable and faultless hones and policies.***







# Audit & Assurance

Throughout history, businesses have needed to record their transactions and measure results. Current national and international audit standards, however, are more exacting than ever.

Competition and risk exposures also require all business entities to be built on solid foundations with effective management structures.

Accordingly, we believe that our audit should provide value to our clients by focusing on information flow that helps them benchmark the performance rather than just a set of audited financial statements.

We believe that the success of any audit we carry out is dependent upon:

- Understanding the client's business, underlying risks, and the legislation and regulations governing the business;
- Understanding the client's organizational, procedural and information systems control as well as their operating structure;
- Ensuring that superior expertise and resources are available to satisfactorily carry out the audit;
- Adhering to the firm's quality control standards

All audits are carried out as per the firm's Audit and assurance Procedures Manual, which is based on International Standards on Auditing. Internal audit procedures are tailored to each client's requirements as well as industry specific needs.

A high level of partner involvement in each audit undertaken gives a sense of security and a regular contact to deal with the client. In this way, we can help achieve the greatest value by focusing on specific needs and by relying on the understanding of the business.



# Payroll Services

Our goal is to reduce our clients' payroll administration and to offer a fully managed payroll service always following the Tanzania Revenue Authority and Social Security rules.



**Our payroll Services include the following:**

- Maintaining the details of a company's employees
- Calculating and making payments and deductions to the employees and the Authorities
- Preparing tax returns
- Keeping up-to-date with regulations and guidelines affecting expatriate employees
- Consulting on taxation issues regarding expatriate employees
- Assisting in obtaining work and residence permits
- Liaising with the income tax authorities and Social Security



# Corporate Secretarial Services

Our secretarial division gives a wide range of company secretarial services including:

Undertaking routine compliance work including submission of returns, and maintaining registers and secretarial records as required by Law.

Advising on company secretarial issues.

Advising on company/business registration and de-registration.

Advising on capital restructuring.







At Aptness Consultancy

## **“Your Business is Our Concern”**

In our era, we live in a rapidly changing and very competitive business environment and if you do not manage to adapt to these changes then you have lost the game.

Our aim is to help you keep being part of this game, feel secure and to manage to grow and win the game.

Our Business Advisory and Consulting services include the following

- Restructuring of companies
- Feasibility studies and business plans
- Review of internal audit systems
- Due diligence reports
- Computerization of accounting department
- Advice on accounting systems selection
- Management consulting
- Business recovery and monitoring the compliance of the strategic plan

# **Business Advisory Services**





# Partnership with Brilite Associates

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For APTNESS CONSULTANCY to be one stop center for all professional services, we work in partnership with BRILITE ASSOCIATES - Certified Public Accountants in Public Practice registered by the National Board of Accountants and Auditors (NBAA) in Accounting, Audit and Assurance Services.



Ashery Mbasha  
ACPA-PP 3618  
ACCA-UK

Ashery Mbasha is a managing Partner of Brilite Associates , he has over 8 years of experience in leading accounting functions, internal audits, Tax consulting as well as conducting external audits for various business arrangements (Audit & Assurance Services). His Audit and accounting experience includes working as a Senior Auditor at Deloitte Consulting Limited for more than 3 years, Senior Finance Officer at Deloitte Consulting Limited for more than three years more than 2 years as a Finance Manager at Primefuels Tanzania Limited and more than 2 year as Finance manager at Chemi Cotex industries Limited.



# Aptness Values

## Integrity

Continuously managing our clients and our colleagues in a reasonable and moral way; picking up believe through our actions.

## Leadership

Leadership both within the firm with respect to developing our next generation of leaders and within our market segment with respect to being recognized by current and prospective clients as a firm that is the leading expert in the field.

## Respect

Respect for one another in the office will lead to greater productivity and staff satisfaction, which should result in higher turnover.

## Technology

Aptness emphasize on the use of technology to easy and facilitate our day to day activities which increase efficiency.

## Knowledge

The value we place on our ability to develop leaders and the need to continually grow our collective technical expertise to meet the needs of ever more sophisticated clients.

## Service

Encompasses the concept of quality in everything we do, having a service-mindset when dealing with clients and demanding a lot of ourselves.

## Enthusiasm

Employing and nurturing staff with a passion for providing the highest-level quality service to our clients.

## Technical Excellence

Technical Excellence is one of our underlying core values for everything we do. We are committed to training and developing our staff to ensure that each client receives value through our technical expertise. Our firm values collaboration, professionalism and personal ownership to understand all of our client's needs. This includes an understanding not only of your accounting systems, but also your operations, people, history, culture, challenges and opportunities.

## Personal Attention

Personal Attention is the foundation of our philosophy on client service. The engagement partner and their team will directly participate at every level, and they are readily available to discuss questions or concerns as they arise.

## Ongoing Communication

Ongoing Communication is fundamental to the development of a successful partnership. We provide industry alerts about new and relevant regulations. Informal meetings with our clients give us the opportunity to discuss the industry, operating environment and the impact of financial management decisions.

## Community Service

Community Service is not just an act of corporate responsibility, but an integral component of leadership as well as personal and professional success. By participating in community service, everyone at Aptness feels a stronger connection to their community, each other and the firm's mission.



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## 1 Noel William

### Role:

Managing Partner - Responsible for Guiding business's strategic direction.

### Education

- Masters of Business Administration Corporate Management-Mzumbe University.
- Post graduate diploma in tax management – Institute of Tax Administration.
- Bachelor of Science in Computer & Information Security - University of Dodoma.

### Professional Affiliation

- CPA Candidate Reg.35962
- Member of National Board of Accountants and Auditors (NBAA)

### Experience

A decade's worth of experience in Business Counselling, Tax Consulting and Resolution of Tax Disputes as well as having taken part in numerous corporate audits. His Business and Tax Advice experience also includes working as senior consultant at EBS associates for about five years before joining Aptness Consultancy as a partner.





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## **CPA Damas S Shetui**

### **Role**

Partner - Responsible for Audit/Assurance and Accounting Services

### **Education**

Holder of Bachelor of Economics and Finance (BEF) from Institute of Accountancy Arusha

### **Professional Affiliation**

Associate Certified Public Accountant in Public Practice - ACPA PP6500

Registered Tax Consultant, Practice No. 1889

Member of Tanzania Accountants Association (TAA)

### **Experience**

- Business Advisory & Tax Consultancy - More than 5 years
- Audit Assignments - More than 2 years
- Financial Controller (EBS Associates) - more than 3 years





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### 3 Godlisten Mathew Mollel

#### Role:

Tax partner - Responsible for managing all tax engagements to ensure compliance and minimize client's tax exposure

#### Education

He is the holder of Bachelor of Business administration from Mzumbe university  
Post graduate diploma in tax management – Institute of Tax Administration

#### Professional Affiliation

Registered Tax consultant Reg. 1896

Member of Tanzania procurement and supplies chain professionals board Reg.GP0014453

#### Experience

He has over 8 years of experience in, Business Consulting, Tax consulting as well as procurement consulting for various businesses . Apart from working as Tax partner Partner at Aptness consultancy, His business and tax advisory experience covers working as consultant at EBS Associates for more than three years.



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## Goodluck A Moshi

### Role:

Accounts Officer- Responsible for bookkeeping, preparing financial reports, computing and filing tax returns.

### Education

Goodluck holds a bachelor degree in accounting from Institute of Accountancy Arusha.

### Professional Affiliation

CPA Candidate - Intermediate level

### Experience

He has over 5 years of experience in accounting, tax consultancy services



## Aptness Team

Our team of dedicated, multidisciplinary professionals led by senior qualified consultants are obliged to give you quality services which will enable you to serve your clients better and there by improve your business.

We together with our associates in various locations of East African Community and other countries enable us to give you the best in the industry.





TANZANIA



No. 448935

## Certificate of Registration

*The Business Names (Registration) Act (Cap 213)*

I HEREBY CERTIFY THAT **APITNESS CONSULTANCY** this 27<sup>th</sup> day of **NOVEMBER** year **2018** has been duly registered pursuant to and in accordance with the provisions of the Business Names (Registration) Act and the Rules made thereunder, and has been entered the Number **448935** in the Index of Registration.

**GIVEN** under my hand at Dar es Salaam this 27<sup>th</sup> day of **NOVEMBER TWO THOUSAND AND EIGHTEEN**.



*Registrar of Business Names*

NOTE – This certificate must be kept in a conspicuous position at the principal place of business. Any change in the particulars originally registered must be notified to the Registrar within twenty eight days.



CTIN: 1747304



## **TANZANIA REVENUE AUTHORITY**

### **CERTIFICATE OF REGISTRATION FOR TAXPAYER IDENTIFICATION NUMBER (TIN)**

(ISSUED UNDER SECTION 23 OF THE TAX ADMINISTRATION ACT 2015)

### **THIS IS TO CERTIFY THAT**

#### **APTNESS CONSULTANCY**

HAS BEEN REGISTERED WITH THE TANZANIA REVENUE AUTHORITY  
AND ASSIGNED THE TAXPAYER IDENTIFICATION NUMBER

**150-606-284**

WITH EFFECT FROM: **12 February 2021**

TRA LOCATION: **KARIAKOO**

TAX OFFICE: **KARIAKOO**

PHYSICAL LOCATION: **PLOT No. 17 BLOCK No. 15**

STREET / AREA: **MKUNGUNI / LIVINGSTONE**

**ABDUL Y. MAPEMBE**

OFFICIAL SEAL THE REQUIREMENTS UNDER WHICH THIS IS ISSUED: **AG. COMMISSIONER FOR DOMESTIC REVENUE**



## **TANZANIA REVENUE AUTHORITY**

### **Certificate of Registration for Value Added Tax (VAT)**

(ISSUED UNDER SECTION 32(4) OF THE VALUE ADDED TAX ACT NO. 10 OF 2014)

**THIS IS TO CERTIFY THAT**

**APTNESS CONSULTANCY  
WHOSE TAXPAYER IDENTIFICATION NUMBER (TIN) IS**

**HAS BEEN REGISTERED FOR VALUE ADDED TAX (VAT)  
AND ASSIGNED VAT REGISTRATION NUMBER (VRN)**

**FOR BUSINESS LOCATED AT**

**MKUNGUNI / LIVINGSTONE STREET :  
DAR ES SALAAM**


**WITH EFFECT FROM**

**GIVEN UNDER MY HAND**

**THIS DAY OF**

**12th**

**August 2021**

  
**COMMISSIONER FOR VAT  
ABDUL Y. MAPEMBE**

**VAT**



FOR NATIONAL DEVELOPMENT

NOTE: THE REQUIREMENTS UNDER WHICH THIS CERTIFICATE IS ISSUED ARE STATED OVERLEAF

**VAT**



FOR NATIONAL DEVELOPMENT



THE UNITED REPUBLIC OF TANZANIA

BUSINESS LICENCE

B.L. NO : BL01396902024-2500018668

The Business Licensing Act (Act No. 25 of 1972)

Issuing Office: DAR ES SALAAM CITY COUNCIL

Tax Identification  
No: 150-606-284

License Issued To : APTNESS CONSULTANCY

for the Business of : BUSINESS CONSULTANCY LOCAL

Business Location

Region : Dar es Salaam

Ward Kariakoo

Street Kariakoo Mashariki

Principal/Branch : PRINCIPAL

Amount of Fee Paid : 200,000.00

Date Of Issue: 2024-10-15

Expiring Date : 2025-10-14



This is Digital Copy does not require a signature of authority

**NOTE** - This license must be kept in a conspicuous position at the place of business. Any change in the particulars originally registered must be notified to the license Issuer





**TANZANIA REVENUE AUTHORITY**

**DOMESTIC REVENUE DEPARTMENT**

Reg. No. 1889

INCOME TAX ACT, (NO 11) OF 2004

**REGISTRATION OF TAX CONSULTANTS**

# Certificate of Practice

**This is to Certify that**

*Damas Stanislaus Shetui*

*is entitled to engage in public practice as a*

**REGISTERED TAX CONSULTANT**

*Given under the Seal of the Department*

this *30<sup>th</sup>* day of *June* 20*22*

This certificate will be valid up to *1<sup>st</sup> July 2024*

**COMMISSIONER FOR DOMESTIC REVENUE**

*Official Seal*



# **TANZANIA REVENUE AUTHORITY**

## **DOMESTIC REVENUE DEPARTMENT**

Reg. No. 1896.....

INCOME TAX ACT. (NO 11) OF 2004

### **REGISTRATION OF TAX CONSULTANTS**

# **Certificate of Practice**

**This is to Certify that**

**Godlisten Mathew Mollai**

*is entitled to engage in public practice as a*

**REGISTERED TAX CONSULTANT**

*Given under the Seal of the Department*

this **30<sup>th</sup>** day of **June 2022**

*This certificate will be valid up to* **1<sup>st</sup> July 2024**

  
**COMMISSIONER FOR DOMESTIC REVENUE**

*Official Seal*





NATIONAL BOARD OF ACCOUNTANTS AND AUDITORS TANZANIA

## Certificate of Registration Audit / ~~Accountancy~~ firm

*This is to certify that*  
**BRILITE ASSOCIATES**  
*having complied with conditions of Practice under  
the Auditors and Accountants (Registration) Act, 1972  
as amended by the Auditors and Accountants (Registration) (Amendment)  
is on this* 23<sup>rd</sup> *day of* August *20* 20  
*Act No. 2 of 1995,  
is hereby registered as an Audit / ~~Accountancy~~ Firm  
Given under the seal of the Board  
on this* 07<sup>th</sup> *day of* Dec *20* 21

  
\_\_\_\_\_  
SECRETARY TO THE BOARD

  
\_\_\_\_\_  
CHAIRMAN

.. OF 415



**Dar es Salaam:**

P.O.Box 3398 Dar es Salam

Lumumba/Mkunguni Street

Block no. 15, House no. 17 3rd Floor

**Arusha City Center:**

Ndovu Street, Plot no.25 Block no. H

Napaku Complex Building 4rd Floor.

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