

Els Consult

Your One Stop Consulting Bureau



. BUSINESS & MANAGEMENT CONSULTANCY

. STRATEGY & BUSINESS PLANNING

. FINANCE & ACCOUNTING SERVICES

. COMPUTERIZATION & MIS



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Elsi Consult-the Business & Management consulting section is the department that helps organizations & individuals to improve their performance, primarily through the analysis of existing organizational problems & development of plans for improvement. Organizations may draw upon the services of Elsi Consult for a number of reasons, including gaining external (& presumably objective) advice & access to the consultants' specialized expertise.

As a result of our exposure to & relationships with numerous organizations, we are also aware of industry "best practices", although the transferability of such practices from one organization to another may be limited by the specific nature of situation under consideration.

We also provide organizational change management assistance, development of coaching skills, technology implementation, strategy development, or operational improvements services. We offer bring our own proprietary methodologies or frameworks to guide the identification of problems, & to serve as the basis for recommendations for more effective or efficient ways of performing work tasks.

The Business Consultancy unit provides new & existing businesses with a wide range of businesses development & consultancy solutions. Whether you are an individual, SME or operating within the corporate sector, we believe that your experience of working with us should be as positive as possible. Therefore, we focus on what your requirements are, & tailor-make our services & solutions accordingly. Through sharing best practices, providing mentoring, training & support, we will help businesses & individual reach their full potential.

Elsi Consult areas of Proactive & regular Consultancies;

Strategic Management

- Analyze the major initiatives taken by a company's top management on behalf of owners, involving resources & performance in external environments. It entails specifying the organization's mission, vision & objectives, developing policies & plans, often in terms of projects & programs, which are designed to achieve these objectives, and then allocating resources to implement the policies & plans, projects & Programs. A balances scorecard is often used to evaluate the overall performance of the business and its progress towards objectives.



Operational Management

- Concerned with overseeing, designing & controlling the process of production & redesigning business operations in the production of goods or services. It involves the responsibility of ensuring that business operations are efficient in terms of using as few resources as needed, & effective in terms of meeting customer requirements. It is concerned with managing the processes that converts inputs (in the forms of materials, labor, And energy) into outputs (in the form of goods&/ or services) The relationship of operations management to senior management in commercial context can be compared to the relationship of line offices to highest– level senior officers in military science. The highest-level officers shape the strategy & revise it over time, while the line officers make tactical decisions in support of carrying out the strategy. In business as in military affairs, the boundaries between levels are not always distinct; tactical information dynamically informs strategy, & individual people often move between roles over time.

Human

Resources & Management (INDUSTRIAL RELATIONS): We provide HR advisory services, assessments for promotion purposes, recruitments & placement, interview preparation, CV writing & advice; work & residence permit processing, psychometric test, interviews, headhunting, development of job descriptions, salary review, competency design

Industrial/ Organizational Psychology

- (also known as I-O psychology or work psychology) is the systematic study of employees, workplace, & organizations. We contribute to an organization's success by improving the workplace & the performance, satisfaction & well-being of its people. We conduct research on employee behaviors & attitudes, and how these can be improved through hiring practices, training programs, feedback, And management systems. We also help organizations transition among periods of change & development, industrial & organizational psychology is related to organizational behavior & human capital.

Organizational Development (OD)

- Is a deliberately planned effort to increase an organization's relevance & viability. At Elsi Consult we view OD as, future readiness to meet change, thus a systemic learning & development strategy intended to change the basis of beliefs, attitudes & relevance of values, and structure of the current organization to better absorb disruptive technologies, shrinking or exploding market opportunities and ensuing challenges and chaos. OD is the framework for a change process designed to lead to desirable positive impact to all stakeholders & the environment. OD can design interventions with application of several multi-disciplinary methods & research besides traditional OD approaches.

Business & Financial Services:

• We help organizations with a wide range of services in business, entrepreneurial & financial management we capture the following ;

- **Financial & Management Accounting & report**
- **Tax**
- **Marketing plan**
- **Company & Society Formation**
- **Cash-flow reports & statements**
- **Business Plan**
- **Secretarial**
- **Business Advisory & coaching**



Corporate Client Costing:

The way we cost our services for corporate clients follows the following procedures;

1. Customer to issue a request for quotation or tender
2. Details of the engagement to be fully scribed in the RFQ or tender document.
3. Elsi Consult shall then respond in the form of proposal writing & as per the client preference.
4. Once the client has decided to commission us in that engagement then a contract shall be signed
5. Terms & conditions in the contract shall be put to action.

#Annual Returns Price	
Company Formation	1,500
Secretarial: (Forms returns)	150
Annual returns	1,680
Resolution	150
Self company (ordinary)	1,900
Financial statement (6 months)	1,680
Financial statement (1 year)	3,360
Company secretary stamp (all)	100
Company secretary file fee	500
Search for company	250
Certify fee	150
Business plans (all)	3,500
Business management plan-land app,	1,680
BQA/TEC accreditation	12,000
Business advisory fee	350
Strategic planning-SME& Medium	10,640
CV writing	500
CV upgrade & update	350
Tax clearance application	700
Interview preparation fee	500
Recruitment reg. fee (dbase)	100
Loan application fee (Consumer)	3,304
Company Profile	1,120
Resident permit	3,500
Work permit	3,500
Cash-flow for bank account	500
Bank account (opening)	785
Business name	750
Change of name	900
PPADB registration	3,500
VAT/Tax registration	500
VAT returns	784
ITA, ITW annual returns	1,064

