

ANDREW YULE & COMPANY LIMITED

(A Government of India Enterprise)
8, Dr. Rajendra Prasad Sarani,
Kolkata-700001

ENLISTMENT OF ADVERTISING AGENCIES

Andrew Yule & Company Limited – a leading Public Sector Enterprise under the Ministry of Heavy Industries and Public Enterprises having significant presence in the segment of Electrical & Engineering operations vis-à-vis Tea manufacturing is looking for enlistment from agencies for providing advertisement services.

Applications are invited from accredited advertising agencies within a period of 20 (twenty) days from the date of publication of the advertisement in the Print Media for necessary enlistment with the Company for a period of 03 (Three) years.

While submitting the applications, the agencies must submit the following :

- (i) Client List ;
- (ii) Particulars in respect of Permanent Account Number ;
- (iii) Particulars in respect of GST Registration Number ;
- (iv) Municipal Licence as renewed on date ;
- (v) Bankers' name and address ;
- (vi) Certificate of Accreditation of Indian Newspaper Society ;
- (vii) Terms of payment ;
- (viii) The vendor must have GST registration number.
- (ix) Photo-copy of the GST Registration.
- (x) Statement of Audited Accounts and Financial Results for the last two years;
- (xi) The dully filled up downloaded application form from the website of the Company for enlistment of Vendor should be submitted along with the registration fee of **Rs100/=** (Rupees One hundred) only by crossed in favour of Andrew Yule & Co. Ltd.

Payment will be made by A/c Payee cheques or RTGS/NEFT mode for which the concerned agency as enlisted has to submit the bill/s with relevant clippings testifying the publication in the Print Media enclosing therewith the copy of the order as issued by the Company. Complaints, if any towards the job done by the concerned agency have to be attended and rectified urgently at free of cost. If the party fails to provide satisfactory result in two successive occasions, Company reserves the right to determine the agreement and get the things done by any other means as it feels proper.

Interested parties may apply to Sr. Manager (Personnel & Administration) at 8, Dr. Rajendra Prasad Sarani, Kolkata-700001. The application complete in all respect to be submitted superscribing the envelope as "**APPLICATION FOR ENLISTMENT OF ADVERTISING AGENCY**" within 20 (twenty) days from the date of publication of the advertisement. Canvassing in any form will be treated as a disqualification. The Company reserves the right to reject all or any of the Applications received without assigning any reason. Applications received incomplete and/or after due date will be summarily rejected. The Company will not be responsible for any postal delay.