

**ANDREW YULE & COMPANY LIMITED**

(A Government of India Enterprise)

8, Dr. Rajendra Prasad Sarani,

Kolkata-700001

**ENLISTMENT OF SERVICE CENTRES ENGAGED IN CAR REPAIRING,  
PAINTING AND MAINTENANCE.**

Andrew Yule & Company Limited – a leading Public Sector Enterprise (CPSE) 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 quotations from service centres engaged in regular car repairing, paintings and maintenance jobs for 3 years.

Reputed service centres duly authorised to undertake car repairing, painting and maintenance jobs may apply within 20 days from the date of publication of the advertisement enclosing therewith –

- 1) Up to date Client List.
- 2) Photo-copy of the current Municipal Licence and authenticated proof of address viz: Telephone Bill, Electricity Bill, Rent Receipt, Tax Receipt.
- 3) In case it is a Partnership Firm or a Company, the relevant certificate of Registration / incorporation issued by the Registrar of Firms, Non Trading Corporations, West Bengal, Registrar of Companies to establish the identity. Sole Proprietorship organization must submit the Photo-copy of the PAN Card.
- 4) Certificate of Registration with Employees' Provident Fund Organisation and Employees' State Insurance Corporation depending upon applicability.
- 5) Photo-copy of the Licence issued by the Municipal Corporation to undertake repairing, painting and maintenance job.
- 6) Certificate from Pollution Control Authorities to undertake car repairing, painting and maintenance job.
- 7) The vendor must have GST registration number.
- 8) Photo-copy of the GST Registration.
- 9) Particulars of Bank Account viz: Account Number, Branch Address and Code.
- 10) 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.

The party while quoting must take into account that the Company is a Central Public Sector Enterprise and it follows the approved rate of the Government. The application complete in all respect to be submitted superscribing the envelope with **“APPLICATION FOR ENLISTMENT OF SERVICE CENTRES ENGAGED IN CAR REPAIRING, PAINTING AND MAINTENANCE”**. The Tenders will be opened after the expiration of the period of 20 days from the date of publication with due intimation to everybody over phone/ usual mailing.

Interested Parties may apply to Sr. Manager (Personnel & Administration) at 8, Dr. Rajendra Prasad Sarani, Kolkata-700001 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.