

**ANDREW YULE & CO. LTD.
TEA DIVISION**

Application for Enlistment Form

The application form should be submitted along with the registration fee of **Rs300/=** (Rupees Three hundred) only by crossed Postal Order/Bank Draft No. _____ dated _____ in favour of Andrew Yule & Co. Ltd, Mim Tea Estate.

- 1) Date for advertisement for registration :
- 2) Name of the Firm in Full :
- 3) Address of the Firm :
 - a) Registered Office
 - b) Head Office
 - c) Branches
 - d) Workshop/Godown
 - e) Depot
- 4) Telephone/ Telegram/Fax No./E-mail :
 - a) Registered Office
 - b) Head Office
 - c) Branches
 - d) Workshop/Godown
 - e) Depot
- 5) Status of the Organisation :
- 6) Whether Manufacturer/Contractor/
Fabricator/Sub-Contractor/Stockist/
Agent/Dealer :
- 7) Item for which enlistment is sought :
- 8) Banker's Name :
 - a) Name of the Branch
 - b) Address of the Branch
 - c) Account Number

Note: Confidential Report of the financial position will be requested for by AY & Co. Ltd. from the Bankers.

- 9) Trade License Number :
(Please attach a photocopy)
- 10) Factory License Number :
(Please attach a photocopy)
- 11) Whether Registered as an SSI Unit. :
If yes, Registration Number.
(Please attach a photocopy)
- 12) Sales Tax Registration Number :
a) Central
b) State
(Please attach a photocopy of Registration certificate)
- 13) I.T. Permanent Account Number (PAN) :
- 14) Photocopies of current I.T. & Tax clearance
Certificates are to be attached :
- 15) Whether the applicant is already enlisted in this
Enterprise. If so, the details are to be furnished
stating the types of jobs executed etc., i.e. :

a) Description of the job
b) Year
c) Amount
d) Authorised by
- 16) Whether the applicant is enlisted with any other Public
Sector Undertaking/other reputed Manufacturers
if so, the details are to be furnished. :
- 17) Financial Capacity (Year) :

a) Fixed Capital
b) Working Capital
(Copies of Balance Sheet & Profit & Loss Account for last
Three years to be attached)

- 18) Technical capacity :
i) Tools & Equipment list
(to be attached)

ii) Manufacturing Capacity :
(to be quantified)
- 19) Manpower on rolls - Total manpower in Roll :
a) Skilled workers
b) Unskilled workers
c) Others
d) Supervisors
e) Engineers
- 20) Name & Residential address of Partners/Directors/
Proprietors, as the case may be. :
- 21) Whether any Government Servant(s) or dismissed employee(s)
of Andrew Yule & Co. Ltd/ any other Govt. Undertaking is
in employment under the applicant. :
- 22) Whether the applicant or any of its Partners/Directors
has been banned or removed from the approved list of
Suppliers by the enterprise or Undertaking/ any other
Enterprise or Undertaking in the past. :

I/We hereby certify that the particulars furnished by me/ us above are true to the best of my/our knowledge and belief and misrepresentation of facts will render me /us liable to any action as may be deemed fit by Andrew yule & Co. Ltd, Tea Division has the sole discretion to reject or accept my/our candidature for enlistment.

Applications need to be submitted in a sealed envelope super scribing the word "Application for Enlistment".

(Signature of the Applicant)
Office stamp/Seal

Place:

Date:

ANDREW YULE & COMPANY LTD.
GROUP LIST FOR EMPANELMENT

Group A- Civil constructions
Group B- Machinery Repairs & Spares
Group C- Electrical Repairs
Group D- Electrical Spares
Group E- Hardware
Group F- Transport Spares
Group G- Transport Repairs
Group H- Medicines
Group I- Tyres & Tubes Rethreading and Supply
Group J- Stationery
Group K- Insecticide/Weedicide

Note :

1. Please mention clearly the group of jobs for which you are applying in the Enlistment Form.
2. Do not apply for jobs where you do not have any experience.
3. Please provide photocopies of PAN card, CST,VAT details, Panchayat Certificate, credentials of working in other Companies, Dealership Certificates along with other requirements as mentioned in the Form.