

**ANDREW YULE & CO. LTD.  
( A GOVT. OF INDIA ENTERPRISE)  
TEA DIVISION**

**APPLICATION FOR ENLISTMENT OF VENDORS**

Applications are invited from Manufacturers, Suppliers & Contractors located in and around Sukhiapokhri, Darjeeling & Siliguri area for empanelment in different categories required for our Mim Tea Estate.

Application form containing details may be obtained by downloading from either of the following websites :

[www.andrewyule.com](http://www.andrewyule.com)  
<https://eprocure.gov.in/cppp>

Application along with desired documents should reach **within 21 days** from the date of publication of the advertisement as detailed below :

THE MANAGER  
MIM TEA ESTATE  
P.O. - SUKHIAPOKHRI  
DIST : DARJEELING  
PIN : 734221  
Tel No. : 8473816137, 9830362976

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

**Application for Enlistment Form**

The application form should be submitted along with the registration fee of **Rs100/=** (Rupees One hundred) only by 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 a MSMED/SSI Unit. :  
If yes, Registration Number.  
(Please attach a photocopy)
- 12) GSTIN :  
(Please attach a photocopy of Registration certificate)
- 13) Permanent Account Number (PAN) :  
(Please attach a photocopy)
- 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".**

**Note : Separate application form need to be submitted for different group(s).**

Place:  
Date:

(Signature of the Applicant)  
Office stamp/Seal

**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 mark clearly the group of job(s) for which you are applying for the Enlistment.
2. Do not apply for jobs where you do not have any experience.
3. Please provide photocopies of PAN card, GST, Panchayat Certificate, Credentials of working in other Companies, Dealership Certificates along with other requirements as mentioned in the Form.