

**ANDREW YULE & COMPANY LIMITED**  
**Tea Division**  
**8, Dr. Rajendra Prasad Sarani, Kolkata – 700 001**

**Enlistment No.: TEA/PKT/Enlistment/2024-2027**

Application is invited from reputed Manufacturers / Supplies / Firm of the following material/service for enlistment in the Tea Division's panel of suppliers.

**A. Packet Tea Inputs**

1. Code : TEA/ PKT/2021-023/15D -- Manufacturing & Packaging of Tea Bag.

Enlistment Forms can be downloaded from [www.andrewyule.com](http://www.andrewyule.com) under "Tender"

- Registration Fee : Rs.100/- per application
- Last date of submission of application : 01.07.2024

**ANDREW YULE & COMPAY LIMITED**

**Name of the Unit: Tea Division**

**Application Form for Enlistment**

**Code for which enlistment is sought: TEA/2024 to 2027/**

The applicants are required to furnish full information to the queries included in this form. In giving the particulars, the supporting documents/certificates, as called for per queries at places, must be tagged with the application for evidencing the information furnished in the application for enlistment.

**This application form should be submitted along with the registration fee of Rs.100/- (Rupees one hundred only) by crossed Postal Order / Bank Draft in favour of Andrew Yule & Company Limited.**

- 1) Date of 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 Manufacture/Contractor/  
Fabricator/Sub-contractor/Stockist/  
Agent/Dealer
- 7) Item for which enlistment is sought,  
specify code no.

- 8) Please indicate details of your experience in Tea Industry particularly in respect of the category product applied for (only last two years major orders should be mentioned along with supporting documents)
- 9) Banker's Name
  - a) Name of the Branch
  - b) Address of the Branch
  - c) Account Number

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

- 10) Trade License No.  
(Please attach a Xerox copy)
- 11) Factory License No.  
(Please attach a Xerox copy)
- 12) Whether registered as MSME  
If yes, Registration No.  
(Please attach a Xerox copy)
- 13) Whether owned by SC/ST/Women  
Entrepreneurs, If yes,  
(Please attach a Xerox copy)
- 14) GST No.  
(Please attach a Xerox copy of  
GST Certificate)
- 15) I. T. Permanent Account No.
- 16) Photo copies of current I. T. & Tax clearance  
Certificates are to be attached
- 17) Whether the applicant is already enlisted  
in this enterprise. If so, the details are to  
be furnished stating the types of jobs exe-  
cuted, etc. i.e.
  - (a) Description of the job (b) Year
  - (c) Amount & (d) Authorised by
- 18) Whether the applicant is enlisted with any  
other Public Sector Undertaking/ other  
reputed manufacturers.  
If so, the details are to be furnished

- 19) Financial Capacity (Year)
- a) Fixed Capital
  
  - b) Working Capital  
(copies of Balance Sheet & Profit & Loss  
A/c for last 3 years should be attached)
- 20) Technical capacity
- (i) Tools & Equipment list  
(to be attached)
  
  - (ii) Manufacturing Capacity  
(to be quantified)
- 21) Manpower on Rolls  
Total Manpower in Roll:
- a) Skilled workers
  
  - b) Unskilled workers
  
  - c) Others
  
  - d) Supervisors
  
  - e) Engineers
- 22) Name & Residential address of  
Partners/Directors/Proprietors, as  
the case may be
- 23) Whether any Govt. Servant(s) or  
dismissed Employee(s) of Andrew  
Yule & C. Ltd. any other Government  
Undertaking is in employment under  
The applicant
- 24) Whether the applicant or any of its  
Partners/Directors has been banned  
or removed from the approved list of  
suppliers by the Enterprise or Unde-  
rtaking / any other Enterprise or Und-  
ertaking 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 misrepresentations of facts will render me/us liable to any action as may be deemed fit by Andrew Yule & Co. Ltd. Tea Division and have the sole discretion to reject or accept my / Our candidature for enlistment.

(Signature of the Applicant)  
Office Stamp / Seal

Place: \_\_\_\_\_

Date: \_\_\_\_\_