

# Andrew Yule & Company Limited

## Tea Division

----- Tea Estate

### Application form for Enlistment

**CATEGORY NO** :-

**Upper Assam / Lower Assam** :-

(Mention any one area)

The applicant(s) are requested to furnish full information with documents as evidence in this enlistment form.

1. Name of the firm :
2. Address of the firm :  
(address, Contact(s) No. & E-mail)
3. Whether Manufacturer/Contractor/Fabricator :  
/Sub-Contractor/Stockiest/Agent/Dealer
4. Category for which enlistment is sought :  
(Applicants interested to enroll for more than one category should submit applications for each category separately and the requisite documents asked for to be submitted accordingly)
5. Bank(s) :  
(which you deal please give details Name of branch, A/c. No., address)
6. Trade License No. :  
(Attach photocopy of License)
7. If manufacturer factory License No :  
(Attach photocopy of License)
8. If any authorized dealership :  
(Mention the item list & attach photocopy of Authorised dealer certificate)
9. If workshop :
  - a) Type of work done :
  - b) List of tools & equipments :
  - c) Capacity :
10. Whether Registered as an SSI Unit :  
(If yes mention number & attach photocopy)
11. Sales Tax Registration Number :
  - a) CST :
  - b) VAT :
  - c) TIN :
  - d) Central Excise :

(Please attach photocopy of certificate(s) as applicable)
12. I.T. permanent account number **PAN** :  
(Attach photocopy of certificate)
13. Photocopies of current I.T. & Tax clearance certificates are to be attached.
14. Please attach photocopy of certified Balance Sheet/Turn over
15. Whether any Govt. servant(s) dismissed employee(s) of :  
AYCL/any Govt. Undertaking is in employment under the applicant or applicant banned by this enterprise or any other Enterprise/undertaking in the past.
16. Credential in relation to the category applied (photo-copies of the order of major tea gardens/company)
17. The envelope containing filled application form with relevant documents should be sealed and superscribed (Enlistment for Upper Assam Gardens/Lower Assam Gardens)

I/We do 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 M/s. Andrew Yule & Co. Ltd., Tea Division has the sole discretion to reject or accept my/our candidature for enlistment.

Place :

Date :

\_\_\_\_\_  
(Signature of the Applicant)  
Office stamp/seal

**FOR OFFICE USE ONLY**

- a) **Technical assessment of capabilities to perform as per Unit's/Division's requirements  
(To be done & signed by Technical Department)**
- b) **Financial strength analysis to be made & signed by finance.**
- c) **Purchase department's Recommendation  
(to be made by Purchase Dept.)**
- d) **Tender Committee's comments for approval.**

s/d –

(Signature of the member of tender committee)

**TO BE ALLOTTED BY PURCHASE DEPARTMENT**

Reg. No.....

Folio Ref. No.....

Enlistment Register.....