

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

**APPLICATION FOR ENLISTMENT FOR
COMPUTER HARDWARE REPAIRING & MAINTENANCE**

Sealed applications are invited from interested parties situated in and around Jalpaiguri District & Siliguri area for enlisting their names for computer hardware repairing & maintenance to our four Dooars gardens situated around Banarhat. Parties having experience in tea garden job, need only apply.

Application form containing details may be obtained from web site www.andrewyule.com & also from the following address on any working day.

Application needs to be addressed to following address **within 14 days** from the date of this advertisement :

The Manager,
Karballa Tea Estate,
P.O. Banarhat,
Dist : Jalapaiguri,
PIN - 735202.

01.03.2013

**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 crossed Postal Order/Bank Draft No _____ dated _____ in favour of Andrew Yule & Co. Ltd, Karballa Division.

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 for Computer".

(Signature of the Applicant)
Office stamp/Seal

Place:

Date: