



ANDREW YULE & COMPANY LIMITED.  
(A GOVT. OF INDIA ENTERPRISE)  
TEA DIVISION  
'YULE HOUSE', 8, DR. RAJENDRA PRASAD SARANI,  
KOLKATA – 700 001.

TENDER NOTICE AYCL/TEA/COURIER/2015-2017

TENDER INVITING EMPANELMENT OF DOMESTIC & INTERNATIONAL COUIER  
SERVICE FOR TEA DIVISION FOR THE SEASON – 2015-2017

Last date for submission : 03.03.2015 at 3 pm.

Date & Time of Opening : 04.03.2015 at 4 pm.

Date...../...../2015

Dear Sirs,

**Sub: Tender No. TED/ Domestic/International Courier 2015 – 17**

We invite competitive "Quotations" towards Domestic Courier for Season 2015 -17.

We enclose herewith a set of tender documents consisting of the following which may please be returned duly completed in all respects/signed and sealed as a token of acceptance.

1. Annexure – I - General Information - Part-1 of Tender
2. Annexure – II - Price Sheet - Part-2 of Tender

You are required to submit your quotation in two sealed covers separately for Part-I & Part-II in case of Domestic/International Courier super scribing "Quotation against Tender. Both these sealed covers are to be put inside another sealed envelope super scribing **Tender No:TED/Domestic/International Courier 2015 – 17** Part-I, Part-II & in case of E-Commerce Courier super scribing "Quotation " and put inside another sealed envelope super scribing **Tender No: TED/E-Commerce Courier Service Season 2015-17-Part-III**".

The estimated value of the business shall be about: Rs. 5,00,000.00 (approximate) for two years. Earnest Money deposit of 1% of the value of the estimated business has to be enclosed with the tender offer documents. The tenderers are requested to ensure Earnest Money Deposit along with the tender. This will be transferred to Security Deposit on signing the contract of the same value of EMD. No tenders will be accepted without Earnest Money Deposit.

Your quotation must reach the office of the undersigned on or before **03.03.2015 till 3 p.m.**

Quotation for Part-I will be opened **on 04.03.2015 at 4 p.m.** in our office and you may be present in the tender opening in the scheduled date and time

Yours faithfully  
ANDREW YULE & CO. LTD.

Dy. General Manager (QC & Mktg)  
Tea Division

## ANNEXURE – I

**Tender No.: AYCL/TEA/Courier/2015-17**

### PART – 1

General information to be furnished by the tenderer:-

1. Name of the Firm :
2. Address & Telephone No.of the Regd. Office :
3. Nature of the Firm (Pvt. Ltd. / Limited / Sole Proprietary / Partnership / Registered / Non-Registered) and date of Inception :
4. Income Tax P/A No. and Assessed upto (Latest Clearance Certificate to be attached) :
5. Sales Tax Regd. No.
  - a) Central :
  - b) State / VAT :  
(Please attach photo copies of Registration No.)
6. Trade Licence No. :  
(Please attach photo copies of Licence)
7. Name of Banker, Branch & Address :
8. List present clientele handled:
9. Volume of business transacted in last three : 2012-13 2013-14 2014-15  
Years (year-wise indication should be given)

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 my/our action as may be deemed fit by Andrew Yule & Co. Ltd. (Tea Division) have the sole discretion to reject or accept my/our candidature.

Place:

Signature with seal & Date:

**ANNEXURE – II**

**Tender No.: AYCL/TEA/COURIER/2015-17**

**Part – II (Price Bid)**

**Tender Form for Domestic Courier Service Season 2015-17**

Address:

Weight of document	To & Fro Dooars / Darjeeling Estates	To & Fro Assam Estates	To other major Cities
First 250g	Rs./document	Rs./document	Rs./document
Above 250g upto 500g	Rs./document	Rs./document	Rs./document
Above 500g upto 2 Kgs.	Rs./document	Rs./document	Rs./document
Additional 1 Kg. or part thereof	Rs./document	Rs./document	Rs./document

**Collection of Bulk Consignment from Estates including delivery at the Consignee's address**

Weight of document	To & Fro Dooars / Darjeeling Estates	To & Fro Assam Estates	To other major Cities
First 20kgs.			
Between 21kgs and 50kgs			
Between 51kgs and 100kgs.			
Additional 5 Kgs. or part thereof			

**Garden Name and Locality**

**West Bangal**

Mim Tea Estate	Sukhiapokhri, Darjeeling
Banarhat Tea Estate	Banarhat, Jalpaiguri, Pin-735 202
Karbala Tea Estate	-do-
New Dooars Tea Estate	-do-
Choonabhutti Tea Estate	-do-

**Assam**

Khowang Tea Estate	Khowang . 786 675
Desam Tea Estate	Naharkatia . 786 610
Rajgarh Tea Estate	Rajgarh . 786 611
Tinkong Tea Estate	Tinkong . 786 612
Basmatia Tea Estate	Lahoal . 786 010
Hoolungooree Tea Estate	Mariani . 785 634
Murphulani Tea Estate	Golaghat . 785 621

(Signature of Authorized signatory and stamp)

Date :  
Place :

**Annexure III**

**Part – II (Price Bid)**

**Tender No.: TED/International Courier Service Season: 2015-17**

1. Collection of Documents/Parcels etc for delivery to destinations from Consignee's address  
(Andrew Yule & Co Ltd, 8, Dr Rajendra Prasad Sarani, Kolkata 700 001)

<b>Destination/Country</b>	<b>500gms Document Rs.</b>	<b>500gms Sample Rs.</b>	<b>Add. 500gms Rs.</b>
Germany			
London Rest of UK			
Australia/Belgium/Netherlands/ France/Denmark/Italy/Spain/ Finland/Greece/Ireland/Portugal/ Sweden			
U.S.A./Canada			
U.A.E.			
Bahrain/Cyprus/Egypt/Jordan/ Kuwait/Lebanon/Oman/Qatar/ Syria			
Saudi Arabia			
Pakistan			
Russia			

(Signature of Authorized signatory and stamp)

Date:

Place:

**ANNEXURE – IV**

**Part – III (Price Bid)**

**Tender No: TED/E-commerce Courier Service Season: 2015-17**

Collection of **Documents/Parcels** etc, including delivery at the Consignee's address:

ANDREW YULE & COMPANY LIMITED TEA DIVISION						
UPTO 500g						
S.No.	LOCATIONS	RATE	OTHER CHARGES	OTHER CHARGES	OTHER CHARGES	TOTAL
1	KOLKATA					
2	WEST BENGAL					
3	EASTERN ZONE					
4	REST OF INDIA					
UPTO 1Kg						
S.No.	LOCATIONS	RATE	OTHER CHARGES	OTHER CHARGES	OTHER CHARGES	TOTAL
1	KOLKATA					
2	WEST BENGAL					
3	EASTERN ZONE					
4	REST OF INDIA					
UPTO 1.5Kg						
S.No.	LOCATIONS	RATE	OTHER CHARGES	OTHER CHARGES	OTHER CHARGES	TOTAL
1	KOLKATA					
2	WEST BENGAL					
3	EASTERN ZONE					
4	REST OF INDIA					
UPTO 2.5Kg						
S.No.	LOCATIONS	RATE	OTHER CHARGES	OTHER CHARGES	OTHER CHARGES	TOTAL
1	KOLKATA					
2	WEST BENGAL					
3	EASTERN ZONE					
4	REST OF INDIA					
UPTO 2.5Kg						
S.No.	LOCATIONS	RATE	OTHER CHARGES	OTHER CHARGES	OTHER CHARGES	TOTAL
1	KOLKATA					
2	WEST BENGAL					
3	EASTERN ZONE					
4	REST OF INDIA					
5	ODD LOCATIONS					

:: 2 ::

UPTO 3Kg						
S.No.	LOCATIONS	RATE	OTHER CHARGES	OTHER CHARGES	OTHER CHARGES	TOTAL
1	KOLKATA					
2	WEST BENGAL					
3	EASTERN ZONE					
4	REST OF INDIA					
UPTO 3.5Kg						
S.No.	LOCATIONS	RATE	OTHER CHARGES	OTHER CHARGES	OTHER CHARGES	TOTAL
1	KOLKATA					
2	WEST BENGAL					
3	EASTERN ZONE					
4	REST OF INDIA					
UPTO 4.0Kg						
S.No.	LOCATIONS	RATE	OTHER CHARGES	OTHER CHARGES	OTHER CHARGES	TOTAL
1	KOLKATA					
2	WEST BENGAL					
3	EASTERN ZONE					
4	REST OF INDIA					
UPTO 4.5Kg						
S.No.	LOCATIONS	RATE	OTHER CHARGES	OTHER CHARGES	OTHER CHARGES	TOTAL
1	KOLKATA					
2	WEST BENGAL					
3	EASTERN ZONE					
4	REST OF INDIA					
UPTO 5Kg						
S.No.	LOCATIONS	RATE	OTHER CHARGES	OTHER CHARGES	OTHER CHARGES	TOTAL
1	KOLKATA					
2	WEST BENGAL					
3	EASTERN ZONE					
4	REST OF INDIA					

- The other charges, if any, should be clearly mentioned
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(Signature of Authorized signatory and stamp)

Date :  
Place :