

ANDREW YULE & COMPANY LIMITED
(A Government of India Enterprise)
8, Dr. Rajendra Prasad Sarani,
Kolkata-700001

**ENLISTMENT OF SERVICE CENTRES ENGAGED IN CAR REPAIRING,
PAINTING AND MAINTENANCE.**

Andrew Yule & Company Limited – a leading Public Sector Enterprise (CPSE) under the Ministry of Heavy Industries and Public Enterprises having significant presence in the segment of Electrical & Engineering operations vis-à-vis Tea manufacturing is looking for quotations from service centres engaged in regular car repairing, paintings and maintenance jobs.

Reputed service centres duly authorised to undertake car repairing, painting and maintenance jobs may apply within 20 days from the date of publication of the advertisement enclosing therewith –

- 1) Up to date Client List.
- 2) Photo-copy of the current Municipal Licence and authenticated proof of address viz: Telephone Bill, Electricity Bill, Rent Receipt, Tax Receipt.
- 3) In case it is a Partnership Firm or a Company, the relevant certificate of Registration / incorporation issued by the Registrar of Firms, Non Trading Corporations, West Bengal, Registrar of Companies to establish the identity. Sole Proprietorship organization must submit the Photo-copy of the PAN Card.
- 4) Certificate of Registration with Employees' Provident Fund Organisation and Employees' State Insurance Corporation depending upon applicability.
- 5) Photo-copy of the Licence issued by the Municipal Corporation to undertake repairing, painting and maintenance job.
- 6) Certificate from Pollution Control Authorities to undertake car repairing, painting and maintenance job.
- 7) Photo-copy of the Service Tax Registration.
- 8) Particulars of Bank Account viz: Account Number, Branch Address and Code.

The party while quoting must take into account that the Company is a Central Public Sector Enterprise and it follows the approved rate of the Government. The application complete in all respect to be submitted superscribing the envelope with **“APPLICATION FOR ENLISTMENT OF SERVICE CENTRES ENGAGED IN CAR REPAIRING, PAINTING AND MAINTENANCE”**. The Tenders will be opened after the expiration of the period of 20 days from the date of publication with due intimation to everybody over phone/ usual mailing.

Interested Parties may apply to Director (Personnel) at 8, Dr. Rajendra Prasad Sarani, Kolkata-700001 within 20 (twenty) days from the date of publication of the advertisement. Canvassing in any form will be treated as a disqualification. The Company reserves the right to reject all or any of the Applications received without assigning any reason. Applications received incomplete and / or after due date will be summarily rejected. The Company will not be responsible for any postal delay.