



ROYAL GOVERNMENT OF BHUTAN
Dzongkhag Administration
Jakar : Bumthang

JKD/Proc-03/2016-2017/ 1192

4/04/2017

The Sector Heads
The Gups,
The Gewog Administration Officer
The Principals

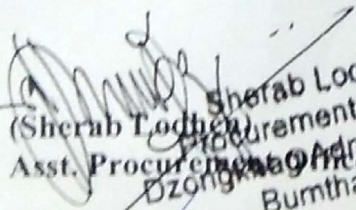
Notification

This is to notify all the Sector Heads, Gups, GAOs, Principals/Principals of Central School & staff of this Dzongkhag Administration to kindly submit the requisition for the following mentioned items within 18th April 2017, with detail specification of the materials (attached format) in order to include in the annual quotation for Financial Year 2017-2018.

1. Stationeries & Printer cartridges/office equipments/notebooks/teaching aids.
2. Computers, Laptops, Printers & other accessories,
3. Furniture,
4. Hardware & water supply items,
5. Electrical items,
6. Vehicle Spare parts
7. Transportation
8. consumable items
9. Uniform/boarding facilities etc.
10. Others

In line with that, as per the Procurement Rules & Regulation 2009, all the procurement related activities should be routed through the procurement section & independent procurement by sectors will be not be entertained henceforth.

Thanking you for cooperation.


Sherab Lodhen
Asst. Procurement Officer
Dzongkhag Administration
Bumthang

Cc;

1. Dasho Dzongda for kind information & advices.
2. Dzongkhag Website.

DZONGDAG
DZONGRAB
ACCOUNTS OFFICER

Tel. # 631100 (O)
Tel. # 631262 (O)
631284 (O)

Fax # 631200

631110 (R)
631771 (R)



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Dzongkhag Administration
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Property Requisition Form

Property Requisition on.....
 Date.....

SI No	Description of the items	Detailed specification	Unit	Qty	Rate	Remarks

Signature
 Name & Designation
 Name of section

Approved by

Signature
 Name & Designation

DZONGDAG
 DZONGRAB

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