



དཔལ་ལྷན་འབྲུག་གཞུང་།
ཇོང་ཁག་བདག་སྐྱོང་། ཚོས་ཅེ་ཇོང་། གྲོང་གསལ།



ROYAL GOVERNMENT OF BHUTAN
DZONGKHAG ADMINISTRATION
Choetse-Dzong: Trongsa

"A socio-economically vibrant Dzongkhag, living harmony with nature"

DAT/PRO-02/2023-2024/ 339

24th July, 2023.

NOTIFICATION

This is to notify all Gewogs and Sectors under this Dzongkhag Administration, that as per the Centralized ICT Devices (Laptops and Desktops) Guidelines 2021, and Demand aggregation/requisition for Laptops and desktops FY 2023-2024 of DPP, MoF, Thimphu. You are ask to submit the requisition of ICT Devices (Laptops and Desktops) as per your approved budget to Dzongkhag Procurement section latest by 27th July, 2023 to further submit to Centralized Procurement Division, DPP, MoF, Thimphu, since the submission date for the first quarterly requisition is on 31st July, 2024.

Its mandatory to fill the attached form.

(Wangdi Gyeltshen)
DZONGDAG

Copy to:

1. All Sector Heads, DAT for information and necessary follow-up.
2. All Gups 5 Gewogs
3. Office Copy



དབལ་ལྷན་འབྲུག་གཞུང་།
 རྫོང་ཁག་བདག་སྐྱོང་། ཚེས་ཅེ་རྫོང་། གྲོང་གསལ་།



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Laptops and Desktops Requisition form for Centralized Procurement.

Sl. No.	Description of Item	Specification of Item	Quantity	Provide Budget Line	Approved Budget	Name of Office	End User Name, Designation

Requisite by:

Name & Designation

ICT Officer

Finance Officer

DZONGDAG