



གཤམ་རྒྱལ་པོ་གསོ་རིག་གཞུག་ལས་གསློབ་མཉེ།
Khesar Gyalpo University of Medical Sciences of Bhutan
Royal Government of Bhutan
Thimphu: Bhutan



To,
The Procurement Officer
Khesar Gyalpo University of Medical Sciences of Bhutan

Date: ____/____/20____

Kindly Arrange to supply the following items:

Sl. No.	Description:	Specification:	QTY(s)	Purpose/Remarks

Name: _____ **Designation:** _____ **Signature:** _____

Remarks from the Administrative Officer (If any)

Administrative Officer

Approved Not Approved

Approving Authority

N.B (If the requirement is for Workshop, Seminar, Short term/ad hoc course and project, other than the regular activities, the requisition form should reach the Procurement Section at least seven days in advance)