



དཔལ་ལྷན་འབྲུག་གཞུང་། རྫོང་ཁག་བདག་སྐྱོང་། མོང་རྒྱལ་།

Royal Government of Bhutan
Dzongkhag Administration: Mongar



PROPERTY REQUISITION FORM

PMR-1(A)

Date:

To Procurement Officer

.....
.....

Requisition Details						
Sl No.	Name	Description of Item	Unit	Qty	Budget Line	Remarks

(Signature)
Name & Designation (User)

(Signature)
Name & Designation
(Head of Section/ Division)

Finance Division/ Section

Procurement Division/ Section

Head of the Agency

Dzongdag: +975-04-641100, Dzongrab: +975-04-641267, Fax: +975-04-641134/641184

Dzongkhag website: <http://www.mongar.gov.bt>



དཔལ་ལྷན་འབྲུག་གཞུང་། རྫོང་ཁག་བདག་སྐྱོང་། མོང་རྒྱལ་།

Royal Government of Bhutan
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PMR-2(D)

REPORT OF SURPLUS, OBSOLETE & UNSERVICEABLE PROPERTIES

Sl. No	Name of Property	Id. Code	Unit	Qty	Original	Date of Acquisition	Condition	Recommendations of the Property Inspection Committee

Reporting Officer/ Property Inspection Committee

Signature, Date
Name
Designation

Signature, Date
Name
Designation

Signature, Date
Name
Designation

Head of the Agency