



འབྲུག་རྒྱལ་ཁབ་འཕེལ་རྒྱུ་ཁྲིམས་འཛུགས་
བསམ་གཏུག་ལྷན་ཁག་གི་འཕེལ་རྒྱུ་ཁྲིམས་འཛུགས་
OFFICE OF THE THROMPON
SAMDRUP JONGKHAR THROMDE



Equipment Maintenance Form (ICT equipment)

Date: _____

Sl. No	Type of equipment (specify brand)	Describe adequately the nature of defect/up-gradation/installation...etc...as required	Mention budget head code

Name: _____ Designation: _____ Signature: _____

Recommendation from Section Heads/Divisional Heads.....

Recommendation from ICT Officer

Recommendation from Accounts Officer.....

Recommendation from Procurement Officer.....

Approved by:

Executive Secretary