



MoF/DPP/PPMD-14/2023-2024/43

July 13, 2023

NOTIFICATION

Sub: Submission of requisitions (laptops and desktop) for the Fiscal Year 2023-2024.

With the onset of the new financial year 2023-2024, the Department of Procurement and Properties (DPP) under the Ministry of Finance is in the process of preparing tender documents for centralized procurement of laptops and desktops for the whole-of-the-government. Therefore, DPP would like to request all government agencies to submit the requisitions for ICT devices (laptops & desktops) for FY 2023-24 in pursuant to the clause 6.1 [*which require agencies to appoint procurement officer (relevant officer in absence of procurement officer) as focal officer to consolidate the demand at the agency level with technical assistance from ICT officer and submit the aggregated demand to DPP for inclusion in the centralized procurement using form-1*] of Centralized ICT Devices Guidelines 2021 no later than 31st July, 2023. This is primarily necessary to facilitate demand aggregation enabling the DPP to initiate the centralized tendering and contract finalization processes according to the established schedule.

Furthermore, going forward the DPP would like to inform all agencies that as a change in payment modality (*as deposit work payment modality being discontinued hereafter*), the DPP to submit the demand aggregation received from Agencies to the Department of Planning, Budget & Performance (DPBP) for transfer of approved budget to DPP, MoF. Upon receipt of request, the DPBP to facilitate transfer of the budget for procurement of computers and laptops from respective implementing agencies to DPP to enable timely payment to the suppliers as indicated in the budget notification vide MoF/Budget Notification/2023-2024/01 dated July 7, 2023. Please submit your requisitions using the link <https://forms.gle/4RRyqdYv5eLatpvm8> or the QR barcode provided below. For clarification please contact CPPMD at phone # 02-324151

TsheringChoden
Officiating Director

Copy to:

1. The Auditor General, RAA for kind information
2. All Government Secretaries, Dzongdags, Thrompons, Head of Autonomous Bodies, Drungpas and Gups for information
3. The Director, DPBP, MoF for kind information
4. All Procurement Officer/ Focal for necessary action

