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NATIONAL HOUSING DEVELOPMENT CORPORATION LIMITED

REAL ESTATE MANAGEMENT SERVICES

PROPERTY MANAGEMENT SECTION

Head Office – Thimphu, Bhutan



Approval No. 101

Date.....

MATERIALS / TOOLS PROCUREMENT FORM

Kindly accord an approval for procurement of following items in stock as per the annual quotation rate:

Sl. No.	Description of Item	Qty.	Rate (Nu.)	Amount (Nu.)	Name of Suppliers	Remarks
Total =						

Submitted for kind approval.

(Name & Signature)
Maintenance Engineer
Civil/ Electrical Unit
Property Management Section

(Name & Signature)
Head
Civil / Electrical Unit
Property Management Section

(Name & Signature)
General Manager
Real Estate Management Services

(Name & Signature)
Chief Executive Officer

***Note :** Financial Authority delegated to General Manager, REMD for approval of procurement is total amount of Nu. 10,000.00 per procurement/sanction.