



དབལ་ལྷན་འབྲུག་གཞུང་།  
དགེལུ་ཐརྟེང་།  
ROYAL GOVERNMENT OF BHUTAN  
GELEPHU THROMDE



GT/Pro-07/2022-23/ *THO*

30<sup>th</sup> August, 2022

**Office Order**

In line with the Simplified Procurement Rules and Regulation (SPRR) 2021 and Property Management Rule (PMR) 2022, the following officials were nominated as Goods Receiving Committee (GRC) to inspect and examine the quality of the goods delivered. The concerned officers of the GRC shall be directly accountable for any acceptance/certification of faulty goods. The committees were as formed based on the nature of items purchased and are as follows:

<i>SL No</i>	<i>Description of Goods/Divisions</i>	<i>Committee Members</i>
1.	<i>Water Supply Equipment 's/Supplies</i>	<i>1. Karma Wangdi, AE 2. Karma Tenzin, AE 3. Karma Choden, Sr, Technician</i>
2.	<i>Electrical Items/Equipment 's</i>	<i>1. Ganesh Prasad Chamlagai, Engineer 2. Sonam Tobgay, AE 3. Sangay Phuntsho, AE</i>
4.	<i>Environment Division Equipment 's</i>	<i>1. Sherab Gyeltshen, Environment Officer 2. Karma Gyeltshen, Sr. Technician 3. Passang, Sr. Technician OR 4. Sonam Dema, Sanitary Inspector</i>
5.	<i>Vehicle Spare Parts/Maintenance</i>	<i>1. Transport Officer/Transport Officer of respective divisions/sections 2. Division Chiefs/Heads 3. Store In-charge/Procurement Officer</i>
6.	<i>ICT Equipment 's and Accessories including Toner Cartridges</i>	<i>1. Kezang Chdoen, IT Officer 2. Karma Deki, Sr. ICT technical associate 3. Karma Chophel, Sr. ICT technical associate</i>
7.	<i>Education Section/Gelephu Youth Center/Schools</i>	<i>1. Relevant Officer/Adm Asst. 2. Gelephu Youth Manager/Thromde Education Officer/Principals (In case of Schools)</i>

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དཔལ་ལྷན་འབྲུག་གཞུང་།  
དགོ་ལོགས་ལུག་ཁྲོམ་གྲོ།  
ROYAL GOVERNMENT OF BHUTAN  
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8.	<i>Office Stationeries</i>	<ol style="list-style-type: none"><li>1. <i>Kelzang Choden, Adm Officer</i></li><li>2. <i>Store in-charge/Procurement Officer</i></li><li>3. <i>School Adm Asst. (Incase of Schools)</i></li><li>4. <i>Principals (Incase of Schools)</i></li></ol> <p><i>Any goods related to Education shall be verified by Thromde Education Officer (TEO)</i></p>
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Therefore, all the Goods Receiving Committee should maintain the checklist and submitted along with the Bills for payment.

Note\*\*\*The check list for goods receiving committee is uploaded in Thromde Website (Document)/May ask from Procurement Section.



**Offtg. Executive Secretary**

Copy:

1. Dasho Thrompon for kind information
2. Division Chiefs/Section Heads/TEO/ Principals (GLSS, GHSS, GMSS) for necessary compliance
3. Individuals above for compliance and necessary action
4. Office Copy