



བསམ་ཚུལ་ཤེས་རིག་མཁོ་རིམ་སློབ་གྲྭ།  
**Royal University of Bhutan**  
**Samtse College of Education**



DATE:     /     /     

**Purchase Sanction Form**

1. **Name**..... **Designation**.....

**2. Details of the items**

Sl.No	Particulars	Quantity	Rate	Amount
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
	<b>TOTAL AMOUNT</b>			

3. Purpose for which required:.....

4. Approximate amount involved: Nu.....

5. Fund from which intended to be purchased:.....

6. Amount available in the fund:.....

**Signature of the applicant**

Endorsement by: **Deans/Centre Head/Program Leader/Unit Head:**

**Remarks     - Forwarded to President for your kind Approval**

1. Procurement Officer:

2. Finance Officer:

**PRESIDENT**

**Approved/ Not Approved**