



SECRETARY

MoF/FS-DPP/ 2024-2025/ 770

March 21, 2025

Notification

The Ministry of Finance issues the ICT Guideline (Laptops and Desktops) 2025 to streamline the procurement, management, and disposal of ICT devices across budgetary agencies. The guideline ensures transparency, accountability, and the optimal use of limited public resources. The key features of the guideline includes:

1. Procurement Procedures include guidance on selecting, ordering, and managing the ICT devices.
2. Device Categories include Windows Laptop for the Supervisory and Support Group, MacBook Air for the Professional and Management Group, MacBook Pro for the Technical Group, and special requirements.

All budgetary agencies shall comply with the ICT Guideline 2025, effective April 1, 2025.

For any clarification, kindly contact the Department of Procurement and Properties at 02-324151 or cppmd@mof.gov.bt.

(Leki Wangmo)
Finance Secretary

Copy to:

1. The Hon'ble Finance Minister, Ministry of Finance.
2. The Head of all Constitutional Bodies.
3. The Cabinet Secretary, Cabinet Secretariat.
3. The Secretaries, All Ministries
4. The Secretary General, National Assembly, and National Council of Bhutan.
5. The Vice-Chancellor, RUB
6. Personal Secretary to HPM, Office of the Prime Minister and Cabinet, Gyelyong Tshokhang.
7. All Dzongdas, Thrompons, Drungpas, and Gups
8. Heads of all the Autonomous Agencies