

Date: _____

To
The Dy.Chief Admin Officer
Mongar Regional Referral Hospital
Mongar: Bhutan

Sub: **ICT Service Request**

Sir,

Kindly arrange ICT officials to resolve the following **Support / Issue** to render effective and efficient ICT services for smooth functioning.

Sl.No	Support / Issue	Type [✓]
1	Network and sharing	
2	Internet Connectivity	
3	System related(Laboratory Information System)	
4	Computer	
5	Printer	
6	G-suite (Paid official account)	
7	Others	

Support / Issue description : _____

Thanking You,

Yours faithfully,

Name & Signature: _____

Contact No:

Unit:

Follow up by:

Forwarded to ICT Cluster, MDA by:
Dy.Chief Admin Officer