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ཕྱི་ཁག་བདག་སྐྱོང་གསར་མཐུན་།
ROYAL GOVERNMENT OF BHUTAN
DZONGKHAG ADMINISTRATION,
SARPANG: BHUTAN



PROCUREMENT SECTION

SD/Pro-09/2024-2025/Letter of Intent/1262

21st November, 2025

To
The Manager
M/S Mother Made Mushroom Farm
Chhukha
17944813
omtshering516@gmail.com

Subject: Letter of Intent to Award the Contract

Dear Sir/Madam,

The Dzongkhag Administration, Sarpang, is pleased to issue this **Letter of Intent (LOI)** indicating our intention to award the contract for **Procurement for Mushroom Spawn** to your firm. Your bid has been evaluated in accordance with the Procurement Rules and Regulations 2025, and your farm has been determined as the **lowest evaluated responsive bidder**.

This LOI is issued as per **Clause 104** of the PRR 2025. A standstill period of **five (5) days** will be observed from the date of issuance of this letter, during which any participating bidder may submit a grievance if aggrieved by the evaluation outcome.

Upon completion of the standstill period or resolution of any grievance, a **Letter of Acceptance (LOA)** will be issued. You will then be required to submit a **Performance Security equivalent to ten percent (10%) of the contract price** within seven (7) working days and sign the Contract Agreement accordingly.

Please note that this LOI does not constitute a contractual obligation but conveys the intention to award the contract, subject to fulfillment of the above formalities.

Thanking you.

Sincerely,


Karma Wangdi
Dasho Dzongrab

Copy to:

1. M/S Mother Made Mushroom Farm
2. ICT Officer, Sarpang Dzongkhag for uploading this notification in the Dzongkhag website
3. Office copy

Dzongdag:- 06-365100 Dzongrab:- 06-365194 Finance Officer:-06-365263 Procurement Officer:-06-365474
Store In-Charge:- 06-365473