**Bangladesh Institute of Capital Market**

**BGIC Tower (Ground-3rd and 8th-9th Floor),**

**34 Topkhana Road, Dhaka-1000**

**ICT Cell**

**ICT Product Requisition Form**

|  |  |
| --- | --- |
| **Name**  |  |
| **Designation**  |  |
| **Department** |  |

|  |  |
| --- | --- |
| **Product Category :** |  |
| **Product Specification/ Further Information :** |  |
| **Need Assessment :** |  |
| **Specify required duration of using** **(If Any) :**  |  |
| **Required Quantity :** |  |

**\*This form must be completed when required any device from the ICT Department**

|  |  |  |
| --- | --- | --- |
| **Requisition by**  | **Checked by** | **Approval Authority** |