

GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY

Sector-16 C, Dwarka, New Delhi-110078, www.ipu.ac.in

[University IT Services Cell]

[Email: uits@ipu.ac.in] 25302746]

Ref.: GGSIPU/UITS/Circular/2019-20/ 16/ July 9, 2019

CIRCULAR

FINAL REMINDER

This is with reference to our number of Circulars, emails, phone calls regarding AMC of University Computers, Printers and Scanners.

It is to inform that the UITS has not received certified and updated list of University Computers, Printers & Scanners which are in working condition and worth to kept in upcoming AMC from the following USS/Deptt. so far.

COMPUTERS

USEM	USICT	USHSS	DRC	CEPS	BH-1&II	Estate
USCT	USMC	DIA	COF	GH-II	Coordination	Planning
USBAS	USAP	DOD	Academic	Affiliation	GA Branch	V.C. office

PRINTERS

USEM	USHSS	DRC	BH-1&II	Affiliation	PRO
USCT	USICT	CEPS	GH-II	Estate	Planning
ŲSBAS	USMC	COF	Coordination	GA Branch	V.C. office

Concerned Deans /Directors/ Branch Heads are once again requested to kindly send updated list of University working <u>Computers</u>, <u>Printers</u> & <u>Scanners</u> on urgent basis please. Also send softcopy on <u>uits@ipu.ac.in</u> (if already sent, please ignore this circular).

(Dr. V.P. Vishwakarma) Head, UITS

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July 9, 2019

Distributions:

- i) Concerned Deans/Directors/COE/COF/Librarian/SE,UWD/JR / DR/ Branch Heads
- ii) AR to Hon'ble Vice Chancellor
- iii) AR to Registrar
- iv) Server Room -with a request to upload on University website.
- v) Guard file

(Naveen Bhardwaj)

Section Officer