CIRCULAR

University IT Service Cell (UITS) has been requesting all USS and University Departments to provide the details of working Computers, Printers & Scanners. Some of the University School/Departments have provided the requested information which is incomplete with context to Sr. Nos. of CPU, RAM, HDD etc. Therefore, UITs has created a link i.e., http://ipu.ac.in/uits/productinfo.html so that UITs may prepare the final data of (i) working Computers, Printers & Scanners for the purpose of floating e-tender for award of Annual Maintenance Contract and (ii) non-working Computers, Printers & Scanners for forwarding to confrontation committee for condemnation.

It is requested that submission of data for above requested information be made before 30th September 2019 through official e-mail IDs (issued from the O/o UITs) of the Dean/Head of the department of the concerned school/department only.

It may kindly be noted that any Computer/Printer/Scanner left unmentioned in the supplied information shall not be included in the renewed Annual Maintenance Contract (AMC). Therefore, all Dean/Branch Head are requested to please ensure supply of complete and correct information.

For any clarification(s) please contact Room No. DWS-412 or 011-25302745 or 011-25302746 during working hours.

(Pankaj Aggarwal)
Dy. Registrar (GA)/
Addl. Chrg. - Head, UITs

Ref.: GGSIPU/UITs/Circular/2019-20/ September 24, 2019
Copy to:
1) All Deans/Directors/COE/COF/Librarian/SE,UWD/JR / DR/ Branch Heads
2) AR to Hon’ble Vice Chancellor
3) SO to Pro Vice Chancellor
4) AR to Registrar
5) Head-UITs—with a request to upload on University website.
6) Guard file

(Jitesh Kumar Mehra)
Section Officer (UITs)