



Guru Gobind Singh Indraprastha University
(“A State University established by Govt. of NCT of Delhi”)
Sector 16-C, Dwarka, New Delhi-110 078
(Purchase Branch)

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F. No. 13.5(3)/IPU/ PUR/GSTExemptionCert./2015-16/ 235

Dated: 4.08.2025

CIRCULAR

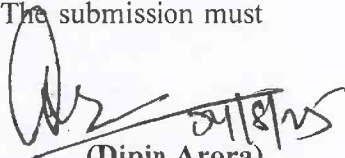
Subject: Submission of Information/Documents for Renewal of Custom Duty Exemption under Notification No. 51/96-Customs

Reference **Certification of Registration** issued to the University for purpose of availing Customs Duty exemptions by Department of Scientific and Industrial Research, Ministry of Science and Technology, Govt. of India vide letter No.TU/V/RG-CDE (791) / 2020 dated 17.11.2020 in terms of Notification No.51/96-Customs dt.23.07.1996, Notfn. No.47/2017-Integrated Tax(Rate) dated 14.11.2017 and Notfn.No.45/2017-Central Tax (Rate) dated 14.11.2017, Notfn. No.45/2017-Union Territory Tax (Rate) dated 14.11.2017, **valid upto 31.08.2025 (copy enclosed).**

In this regard, an email has been received from the Department of Scientific and Industrial Research (DSIR), Ministry of Science and Technology, requesting certain information /documents related to Research & Development/ Research Grant /Publications in a prescribed format **for the purpose of renewing the status of Public Funded Research Institutions/Universities, in order to continue availing customs duty exemption under Notification No. 51/96-Customs.**

In light of the above, All Deans/Directors/Branch Heads of USS/Centres are kindly requested to submit the required information/documents related to your respective School/Department /Branch, point-wise, in the attached format must be submitted **both in hard copy and soft copy (via email to purchasebranch@ipu.ac.in), latest by 2:00 p.m. on 11.08.2025**, positively. The submission must be duly forwarded by the concerned Dean/Director/Branch Head.

This is forwarded with due approval of the Competent Authority.

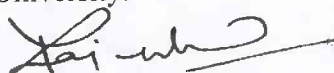

(Dipin Arora)
Dy. Registrar (Purchase)

Note: If any information in the format is not applicable to your School/Department, please clearly indicate the same in the relevant section to facilitate accurate compilation by the Purchase Branch and mark the Annexures as per the format only.

Encl.: As above

Copy to:

1. All Deans/Director (with a request to circular to all the faculty members of their USS/ Centre).
2. Controller of Finance, GGSIP University.
3. Project Director, UITS to upload on the University website.
4. AR, VC Secretariat for kind information of Hon'ble Vice Chancellor, GGSIP University.
5. AR O/o the Registrar for kind information of Registrar, GGSIP University.
6. Office copy.


(Dr. Rajesh Sharma)
Asstt.Registrar (Purchase)

Registration of GGSIP University as Public Funded Research Institution by
Department of Science and Industrial Research
(Details required from University School of Studies and Centres) GGSIP University

Research Area (1)		Research Advisory Committee (2)										
Board Areas of Research & Major Research Programs (1) Enclose copy of the latest Annual Report - Annexure-A (2) Enclose copy of Latest Financial statement/ Annual account of organisation for R&D/ /Education/Sanction Letters from the funding agency. - Annexure-B		Composition of Research Advisory Committee (1) Enclose the minutes of the most recent meeting. - Annexure-C										
Name of the USS / Centre	Title	Grant Sanctioned Amount	Grant Funding Authority /Sanctioning Authority	Period Year/ Date	Project Investigator Name/Dean	Sl.No.	Name	Designation	Internal / External	Organisation	Email	Mobile Number

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R & D Programmes (3)																
Details of R&D Programmes/ Projects (Ongoing)						Details of R&D work (for the next three years)										
(1) Upload details of Ongoing projects. - Annexure-D						(1) Enclosed details of proposed R&D work (for the next 3 years) - Annexure-E										
Sl.No.	Title and Scope of R&D	Year in which Project started	Capital (in lakhs)	Recurring (in Lakhs)	Total (in Lakhs)	Sponsoring Agency	Sl.No.	Title and Scope of R&D project proposed	USS	P.I.	Duration of the Project (in months)	Capital (in lakhs)	Recurring (in Lakhs)	Total (in Lakhs)	List of specialised equipment required to be purchased and indicated their cost.	Remarks

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Staff Engaged in Research (4)				Infrastructure (5)			Sources of Funding (6)			
Staff Details 1. Enclosed total list of scientific personnel/ faculty engaged in research activities alongwith their designation, qualifications) - Annexure-F				Details of Infrastructure available for research 1. Enclose list of equipment and facilities available with the institution for undertaking research activities - Annexure-G			Sources of Funding to the Institution 1. Enclose the statement of receipts & recurring expenditure of the institution alongwith sample copies of last sanction ordered issued by the concerned Govt. Deptt. for release of Grants for non-plan recurring expenditure of the and a letter from the concerned Central/. State/ UT Govt. Deptt. regarding the commitment to meet atleast 50% of the recurring expenses of the Institution - Annexure-H			
No. of Scientific Staff	No. of Technical Staff	No. of Administrative Staff	Total Nos.	Equipment Name	Cost of Equipment (in Lakhs)	Year of Purchase	Sources of Funding to the Institution	Name of Agency	Amount Sanctioned (Financial Year 1)	Amount Sanctioned (Financial Year 2)
							Central			
							State			
							UT Govt			
							Self Financing			

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R & D Budget (7)					R & D Infrastructure (8)	Publication (9)	Patent (10)								
Annual Budget for research last two Financial years.					Average yearly import/Domestic purchase of goods for R&D) (in Rs.Lakhs) (1) Enclose copies of half-yearly returns of import / Domestic purchases from the date of last registration. Annexure-I	No. of papers published during last two years (1) Enclose list of publications of last 3 years, their authors journals/ journal pages and the year in which they were published alongwith the copy of selected research papers with high impact factor - Annexure-J	List of patents filed and Granted during last five years								
Year	Capital (R&D)	Revenue (R&D)	Total (R&D)	Total Budget of the Institution / University	Year	Amount	Sl.No.	Title	Name of Author	Indian	Foreign	No. of Patent filed	No. of Patent Granted	No. of Patent filed	No. of Patent Granted

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 Department of Science and Industrial Research
**(Details required from University School of Studies and Centres) GGSIP
 University**

Awards/ Linkage with Industry (11)				Any other Information
Awards and any other Recognitions won by the institution		Linkage with Industry		
Sl.No.	Details of Award Achievements	Type of Linkage	Any other information	