



GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY
Sector-16 C, Dwarka, New Delhi-110078, www.ipu.ac.in
[Central Stores Department]

No.GGSIPU/Store/2015-16/275

Dated: 15/05/2015

CIRCULAR

Subject:- Inspection of Consumable and Non Consumable items after procurement

In supersession of all earlier Orders/Circulars on the subject cited above, following Inspection Committees have been approved by the competent authority for inspection of Consumable and Non Consumable items after procurement prior to Stock Entries in the Central Stores:


Sl.No.	Category of Items	Inspection Committee
1	Computer & Peripherals	(i) Prof. Navin Rajpal, USICT : Chairman (ii) Sh. Sachin Kumar Gupta, Sr. T.A., USICT : Member (iii) One Representative from Purchase : Member (iv) Representative from Central Stores : Member
2	Lab Equipments/ Softwares	(i) Prof. Arinjay Jain, USCT : Chairman (ii) Sh. Parijat Mathur, Asstt. Prof., USICT : Member (iii) Indenter(s) of the respective Item(s) : Member(s) (iv) Ms. Sneh Lata, Sr. T.A. : Member (v) One Representative from Purchase : Member (vi) Representative from Central Stores : Member
3	Electric/Electronic Items/Office Equipments	(i) Prof. Navin Rajpal, USICT : Chairman (ii) Sh. Parijat Mathur, Asstt. Prof., USICT : Member (iii) Indenter(s) of the respective Item(s) : Member(s) (iv) One Representative from Purchase : Member (v) Representative from Central Stores : Member
4	Furniture & Fixtures	(i) Sh. Sushil Kumar Vern, Joint Registrar, Coord.: Chairman (ii) Indenter(s) of the respective Item(s) : Member(s) (iii) One Representative from Purchase : Member (iv) Representative from Central Stores : Convener
5	Stationary Items	(i) Sh. Sushil Kumar Vern, Joint Registrar, Coord.: Chairman (ii) Ms. Shikha Aggarwal, Assistant Registrar : Member (iii) One Representative from Purchase : Member (iv) Representative from Central Stores : Member

This issues with the approval of the Competent Authority.


(Dr. Abha Vermani)
Dy. Registrar (Store)

Copy for necessary action to:

1. All Deans, University Schools of Studies/Branch Heads
2. All Concerned Faculty Members / Officers
3. AR to the Vice Chancellor, for kind information of Hon'ble Vice Chancellor
4. SO to the Pro Vice Chancellor, for kind information of the Pro Vice Chancellor
5. AR to the Registrar, for kind information of the Registrar
6. In Charge, UITS Cell for uploading on the University website
7. Guard File


(Gaurvendra Dwivedi)
Sr. T.A. (Store)