



# GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY

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[University IT Services Cell]

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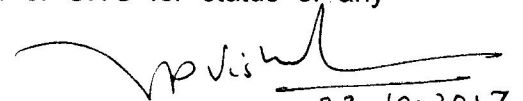
Ref.: GGSIPU/UITs/2017-18/3077  
October 23, 2017

## **Subject: "Complaint Status" under aegis of UITs Cell**

This is with reference to the Internal Circular dated 16/10/2017 regarding work distribution amongst the staff of UITs Cell. All University employees are hereby requested to kindly follow up any kind of complaint pertains to UITs Cell and contact the following concerned person as per details given below.

SN	Name of Person	Types of Complaints / work	Contact Number
1	Mr. Sachin Gupta Sr. Technical Asst.	-Complaints related to all types of AMC / non working of Computer, Printer, UPS and Networking etc. -To manage and uploading only Notices & Circulars on University website after office hours if TA, UITs is on leave or not available in the campus.	Extn: 746 Online: <a href="http://www.ipu.ac.in">www.ipu.ac.in</a> Mobile: 9868499119
2	Mr. Naveen Bhardwaj Section Officer	-Inventory management of UITs -Renewal of AMC of UITs -Procurement of new hardware/ software pertains of UITs Cell only. -If STA is on leave, may be contacted for work assigned to STA at S.No.1 except uploading on University website.	Extn: 745 Online: <a href="http://www.ipu.ac.in">www.ipu.ac.in</a> Mobile: 9911193007
3	Mr. Ajeet Pratap Tech. Assistant	All matter regarding Uploading on University website, Networking etc.	Extn: 746 Online: <a href="http://www.ipu.ac.in">www.ipu.ac.in</a> Mobile: 9899264098
4	Mr. Vikram Saini Lab Assistant	If TA, UITs is on leave: All matter regarding Uploading on University website, Networking etc.	Extn: 746 Online: <a href="http://www.ipu.ac.in">www.ipu.ac.in</a> Mobile: 9899547062

All concerned are requested to kindly contact the above staff of UITs for status of any complaints / work related to only UITs Cell.

  
(Dr. V.P. Vishwakarma)  
23-10-2017  
Head, UITs

### Copy to the following for kind information and necessary action please/

1. All Deans/Directors/COE/COF/In-charge, Library/EE,UWD/JR/DR/Branch Heads
2. AR to Hon'ble Vice Chancellor
3. S.O. to Pro Vice Chancellor
4. AR to Registrar
5. In-charge, Server-with a request to upload on University website.