



# GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY

Sector-16 C, Dwarka, New Delhi-110078, [www.ipu.ac.in](http://www.ipu.ac.in)

[University IT Services Cell]

[Email: [uits@ipu.ac.in](mailto:uits@ipu.ac.in)] 25302746]



Ref.: GGSIPU/UITs/Circular/2016/603

May 11, 2016

## CIRCULAR

The Annual Maintenance Contract (AMC) of UPS installed at Dwarka Campus is going to be expired by end of December 2016. The University intends to take all UPS under Annual Maintenance Contract.

All Deans/Branch Heads are requested to kindly forward the updated list of UPS installed in their USS/Deptt. in the following format to UITs office (DWS-412) **latest by 31/5/2016**. Also please send the softcopy on email [uits@ipu.ac.in](mailto:uits@ipu.ac.in)

Name of Item: UPS

SN	Block/ Room No.	Name of User	KVA of UPS	Make / Model	Serial No.	Date of Installation*	Working condition	Remarks (if any)

Please note that any UPS which is not mentioned in your verified list, may not be included in the AMC. Therefore, it is requested that please send the updated list in time so that the process of AMC may be initiated by UITs.

11-5-2016  
(Dr. V.P. Vishwakarma)  
Head, UITs

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### Distributions:

- All Deans/Directors/COE/COF/Librarian/EE,UWD/JR / DR/ Branch Heads
- AR to Hon'ble Vice Chancellor
- SO to Hon'ble Pro Vice Chancellor
- AR to Registrar
- PRO
- In-charge, Server –with a request to upload on University website.
- Guard file

(Naveen Bhardwaj)  
Section Officer

\*If no information, may be asked from Central Store Branch