



MOST URGENT

In spite of so many reminders the details of UPS regarding AMC from the following deptt/USs has not been received so far.


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

- i) Office of Controller of Finance (COF)
- ii) University School of Architecture & Planning (USAP)
- iii) Estate & Security Branch
- iv) Affiliation Branch
- v) Planning Branch
- vi) Director (Development)
- vii) SDC
- viii) BH-I & BH-II
- ix) Coordination Branch
- x) PRO

All concerned are once again requested to kindly send the verified list of UPS for AMC purpose by today itself in the following format.

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)


13-12-2016
(Dr. V.P. Vishwakarma)
Head, UITs

Ref.: GGSIPU/UITs/Circular/2016/

December 13, 2016

Distributions:

- i) All concerned
- ii) AR to Hon'ble Vice Chancellor – for kind information please
- iii) SO to Hon'ble Pro Vice Chancellor – for kind information please
- iv) AR to Registrar – for kind information please


(Naveen Bhardwaj)
Section Officer

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