

MOST URGENT REMINDER

GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY

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[University IT Services Cell]

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Ref.: GGSIPU/UITs/Circular/2015/ 294
October 29, 2015

CIRCULAR

This is with reference to our earliest circular dated 7/10/15 regarding AMC of **Computers, Laptop, Server, LCD Projector** which is going to be expired by end of December 2015. The University is intends to take all these systems under AMC through tender.

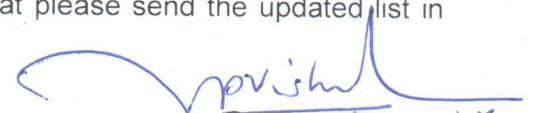
The UITs has received the information only from the following Deptt/USS.

Pro V.C. Sectt, Purchase Branch, AR Plg, USCT, USAP, CDMS, BH(Shivalik), GH-1

All concerned are once again requested to kindly forward the updated list (if not send) **latest by 9/11/15** in the following format on urgent basis. Also please send the softcopy on email uits@ipu.ac.in

SN	Name of Item [Computer, Laptop, Server, Projector]	Block/ Room No.	Name of User	Make / Model	Serial No.	Purchase Date/ Year*	Working condition	Remarks (if any)

It is pertinent to mention that any item which is not mentioned in your verified list **till 9/11/15**, shall 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.


29-10-2015
(Dr. V.P. Vishwakarma)
Head, UITs

Distributions:

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

*IF NO INFORMATION, MAY BE ASKED FROM CENTRAL STORE BRANCH