

MOST URGENT & TIME BOUND



University IT Services Cell **Guru Gobind Singh Indraprastha University**

Sector 16-C, Dwarka, New Delhi 110078

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Ref: GGSIPU/IPU/2021-22/1107
Dated: 24-12-2021

CIRCULAR

All Deans / Branch Heads are requested to kindly forward the updated list of Computers & Printers in the following format to UITS office (DSW-412) on urgent basis before 31-12-2021 (Friday) to tally the inventory of old / recently new purchased computers / printers for University Records and data to be provided for NAAC Accreditation as desired by Hon'ble Vice Chancellor.

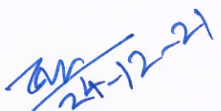
Department Name:

S.No	Name of Item	Block/ Room No.	Name of User	Make/ Model	Serial No.	Purchase Year	Working condition	Remarks


Prof. Pravin Chandra
(In-Charge, UITS)

Copy for information to:-

1. All Deans / Directors / COE / COF / In-Charge, UIRC /JR/DR/Branch Heads
2. AR to Hon'ble Vice Chancellor for information to Hon'ble Vice Chancellor
3. AR to Registrar for information to worthy Registrar
4. To upload on University Website
5. Guard File


(Sachin K. Gupta)
I/C CMC (ITS)