

Urgent

# GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY

Sector 16 C, Dwarka, New Delhi

## CENTRAL STORES DEPARTMENT

NO.GGSIPU/STORES/2013/813

DATED : 20.09.2013

### CIRCULAR

The Central Stores Department is in the process of disposal of old unserviceable/condemned computers and other peripherals. Kindly deposit the old unserviceable/condemned computers in stores branch which were approved on buy back basis by Competent Authority on the recommendations of the Deans/HoD ; the details regarding buy-back are available with Purchase Branch. The **certification in respect of unserviceability should be obtained from UCITIM before depositing the same for condemnation.**

This may kindly be treated as urgent so that the status can be apprised to the Competent Authority.

  
[Col. P.M. Bedekar (Retd.)]  
Incharge (Stores)

C.C. :

1. Dean, USMS
2. Dean, USBAS
3. Dean, USLLS
4. Dean, USCT
5. Controller of Finance
6. SE, UWD
7. Director, Academic Affairs
8. Director, Development
9. DR (Affiliation)
10. Joint Registrar (Plg. & Policy)
11. DR (Purchase)
12. DR (GA)
13. Incharge (Personnel)
14. Chairman, UCITIM with the request to issue necessary certificate in respect of unserviceability/ condemnation of old computers
15. AR to Hon'ble Vice -Chancellor
16. AR to Registrar
17. Incharge - Server Room (for uploading on University's website)