



Guru Gobind Singh Indraprastha University

Sector 16C, Dwarka, New Delhi -110075 Website: <http://ipu.ac.in>

Phone No. 25302137, 138, 139

GENERAL ADMINISTRATION BRANCH (gaipudwarka@gmail.com)

IPU/GA/Repair of furniture/2013-14/ 2445

Dated: 10/04/2013

CIRCULAR

Subject: Regarding repair and maintenance of furniture item of office, labs and classrooms, etc.

New agency for the repair and maintenance of the furniture items of office, laboratories, classroom, etc. of the University has been identified through tendering process. The Directors/Branch heads and Deans of the University School of Studies are requested to send their complaints for the repair of furniture items in the duly filled complaint form which can be downloaded from University website (www.ipu.ac.in).

Mr. Raju Shah is a dealing assistant in GA Branch to coordinate for the repair of the furniture items and available at EPBAX no. 138,139.


Pankaj Agrawal
Deputy Registrar(GA)

Copy to:-

1. Dean USBT
2. Dean USIT
3. Dean USLLS
4. Dean USMS
5. Dean USBAS
6. Dean USAP
7. Dean USEM
8. Dean USHSS
9. Dean USCT
10. Dean USE
11. Dean USMC
12. Director Research & Consultancy
13. Director Centre for Disaster Management Studies
14. Director Legal Aid Cell
15. Director Organisation & Development
16. Director Academic Affairs
17. Director Project Monitoring Cell
18. Director International Affairs
19. Director Students Welfare
20. Director Co-ordination
21. Principal IGIT
22. Controller of Finance
23. Controller of Examination
24. Librarian
25. Chief Engineer
26. Chief Warden
27. JR (General Admin.)
28. JR (Affiliation)
29. JR (Academic-I)
30. JR (Academic-II)
31. JR (Co-ordination)
32. DR (Planning)
33. DR (SDC)
34. Incharge (Pers.)

35. AR (Purchase)
 36. AR (Estate)
 37. AR (Security)
 38. AR (Store)
 39. AR (GA-IGIT)
 40. Chairman UCITIM (with request to upload the same on University website)
 41. DR (PRO)
 42. Warden Boys Hostel
 43. Warden Girls Hostel
 44. Dispensary
 45. AR Hon'ble VC Sectt.
 46. PS to Registrar
 47. Office Copy
 48. Guard file
- (All above –with request to kindly take necessary initiatives to get this circular circulated/information disbursed to the all staff/students under their charge)



Pankaj Agrawal
Deputy Registrar(GA)