



GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY
SECTOR 16C, DWARKA, NEW DELHI - 110078

Phone No. 011-25302149
011-25302150

GGSIPIU/Purchase/Furniture/2013-14/ 1079

12th November, 2013

CIRCULAR

Purchase Branch is coordinating with M/s. De Bono Flexcom (India) Ltd. to organize a camp from 19th to 21st November, 2013 in the University Campus to clear the complaints of the users in respect of all furniture items installed in various Schools/Departments at Dwarka as well as Kashmere Gate Campus of the University.

All the Deans/HODs of different Schools/Departments/Centers/Cells etc. are requested to examine the discrepancies in their furniture items supplied by M/s. De Bono Flexcom (India) Ltd. and forward the same to the Purchase Branch **before 18th November, 2013** so that the same could be rectified. It will be appreciated if the name & contact no. of the concern person in the branch for the above said purpose will be provided.

Abha
12/11/13

(Dr. Abha Vermani)
Dy. Registrar (Purchase)
12th November, 2013

GGSIPIU/Purchase/Furniture/2013-14/ 1079

Copy to:

1. All Deans, GGSIPU (USBT/USCT/USBAS/USICT/USEM/USMS/USLLS/USHSS/USET/USMC/USAP/USE/USMPMHS)
2. All Directors, GGSIPU
3. COE, GGSIPU
4. COF, GGSIPU
5. Librarian, GGSIPU
6. Chairman, UCITIM
7. Superintendent Engineer (UWD), GGSIPU
8. All Joint Registrar/Dy. Registrar (Acad/Acad Coordination/Coordination/GA/Plg & Policy/Affiliation/PRO/SDC)
9. In-Charge (Personnel)
10. All Branch Heads
11. Asstt. Registrar, VC Secretariat (for information of Hon'ble Vice Chancellor)
12. Asstt. Registrar, O/o the Registrar (for information of the Registrar)
13. Guard file

Abha
12/11/13

(Dr. Abha Vermani)
Dy. Registrar (Purchase)