

Requisition form

Serial No. _____

Date: _____

**ADVANCED POLYMER CHROMATOGRAPHY (APC)
CENTRAL RESEARCH FACILITY
INDIAN INSTITUTE OF TECHNOLOGY (ISM), DHANBAD – 826004**

[Please read the information given overleaf before filling up this form and put a (✓) in appropriate box]

I wish to get ____ (in words _____) number of samples be examined/analyzed. The nature of sample is Water dissolve (), THF dissolve (), DMF dissolve ().

Please allot me slots for samples, the estimated charge for the analysis is ₹ _____

User's Name (block letter): _____ Name of Supervisor _____

Dept. / Centre _____ Lab Phone No. _____ Cell No.: _____

Signature of HOD/HOC/Guide/PI/Prof.-in-charge _____

Signature of the user _____

Details of analysis Charges:

The estimated charge for the work ₹ (In words) has been deposited through †DD (Number) / †Cash payment in the IIT (ISM) Dhanbad Cash counter (Receipt No.) on (date) /

OR

To be debited from (**For internal users only: PDA/PDF/Project**):

† Please provide the original DD / CC of cash receipt along with this form.

Signature of the User /Faculty /Supervisor /PI _____

Please allot time and complete the analysis.

Signature of the Laboratory In-Charge _____

The above work has been done satisfactorily on _____ (date) and generated data has been delivered to me.

Signature of the Operator _____

Signature of the user _____

INFORMATION FOR USERS

The charges for the APC as follows:

	APC analysis for Water solvent (₹)	APC analysis for THF solvent (₹)	APC analysis for DMF solvent (₹)
For users of IIT (ISM) (per sample)	300	300	300
For outside R&D* and Academics (per sample)	1000	1500	1500
For Industry* (per sample)	2000	3000	3000

[No GST is required for user of IIT(ISM)]

*The charge are excluding GST and it may be calculated as per govt. Rule.

Booking Rules and Sample preparation for APC analysis

- 1) All payment must be made prior to booking of the slot and true copy the payment slip [for deposit in IIT(ISM) cash counter in the head of CRF-APC] or original DD [must be drawn in favour of Registrar, IIT(ISM)] must be provided with booking form.
- 2) All forms must be forwarded through the concerned HOD, HOC, PI, Guide or Prof.-in-charge etc. and to be submitted in the APC Laboratory.
- 3) Polymers/oligomers soluble in water/THF/DMF can be analysed.
- 4) Polymers/oligomers should be completely soluble and no particle should be invisible.
After dissolving, the polymer/oligomer solution should be filtered through syringe filter (preferably 0.20 µm or less)
- 5) The solution should be as diluted as possible.
- 6) Exact concentration in 1 mg/mL is required for analysis.
- 7) Polymer/oligomer soluble in a particular solvent should be HPLC grade solvent
e.g. if a polymer/oligomer is soluble in water then HPLC grade water has to be used for dissolving.
Similarly, polymer/oligomer soluble in THF/DMF, HPLC grade THF/DMF has to be used.
- 8) Volume of the polymer solution should be minimum of 5 ml.