

Serial No.:

**CENTRAL ANALYTICAL INSTRUMENTATION FACILITY
GUWAHATI BIOTECH PARK INCUBATION CENTRE**
Technology Complex, IIT Guwahati, Guwahati 781039

REQUISITION FORM

(Separate forms to be filled for different instrument services)

Name of User:

Department:

Name & Address of Institute / Organization:

Phone:

Email:

Service required: (*Please Tick on corresponding box, **Use one form for one instrument)

GCMS		Library Search for GCMS	
LCMS		FTIR Spectrophotometer	
HPLC Analytical		Speed Vac	
HPLC Preparative		Ultracentrifuge	
CHNS Elemental Analyzer		HPTLC	
UV Spectrophotometer		Mass Directed Auto Purification	
Fluorescence Spectrophotometer			

Sample ID:

Solvent:

Properties of the Sample:

Source:

Solubility:

Stability:

Purity:

MW:

Structure (if necessary):

Polarity:

Radio –activity: Y/N

Toxicity / Hazardous: Y/N

Special instruction if any:

Signature of user:

Designation:

Signature and Seal of the forwarding authority:

Name:

Designation:

For CAIF, GBP Office Use Only

Requisition received by and date:

Sample No/Hrs:

Total amount paid & Payment details (Cash/DD/Bank Transfer):

In-charge CAIF, GBPIC

Job done on:

Name & Signature of operator

User's signature with date on receipt of reports: