



**Sophisticated Analytical Instrumentation Centre (SAIC)**  
**Tezpur University**  
**Napaam, Tezpur-78028, Assam, India**

**JOB ORDER FORM FOR INSTRUMENTAL ANALYSIS**

**(ALL INSTRUMENTS EXCEPT SINGLE CRYSTAL XRD)**

1. \* Name of User:
  2. \*Designation:
  3. \*Department/Centre:
  4. \*Phone No:
  5. \*Address:
  6. \*Email:
  
  7. \*Transaction No. with date:
  8. \*Payment amount:
- [a. \*Signed copy of bank transaction record is to be submitted along with application and  
b. \*Mention the amount associated with different analysis in the transaction copy]

**Job Description**

(Please attach separate sheets if space below is insufficient)

1. \*Name of the facility to be availed (List):
2. \*No. of analyte (facility wise):
3. \*Chemical formula, composition of the sample (organic, inorganic, mp/bp etc.):
4. \*Whether toxic, corrosive, hygroscopic or radioactive:
5. \*Solvent/media to be used (if necessary):
6. \*Expected results:
7. Provide reference data, image, and published paper if available:
8. \*Collaboration work if any (attached document):
9. \*Any other information:

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Note: \*User must provide the above mandatory information before sample analysis

Signature of User  
Date:

Signature of Head of the Department/Supervisor  
/Principal Investigator with office seal  
Name:  
Designation:  
Contact Number:

Before submitting sample(s) for analysis, users are requested to go through the SAIC, TU guidelines available at <http://www.tezu.ernet.in/dsaic/saic-new/guideline.php>