# Manual for Online Sample Submission for SAIF Instruments.

1. Click Apply online SAIF instruments in main menu. Otherwise click <u>Click here to submit the</u> <u>sample</u> in each page of instruments icon.

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| Department Of Science & Technology, Delhi<br>Sonhisticated Analytical Instrument Facility, Chandisonk                         |                |
| Sophisticated Analytical Instrument Facility, Chandigarn<br>Panjab University, Chandigarh                                     |                |
|   | 4              |
| Type of Facilities     Online Request Management System   |                |
| Facilities     (Tests/Modes)     Login For Users  | I              |
| Estimation of<br>Charges     Login ID *:     Password *:  |                |
| Wait Period of Login     Facilities   |                |
| FMC Members     I can't access my account Help     CREATE NEW ACCOUNT   |                |

#### 2. Create New Account for New User by click Create New Account

### 3.Fill the following details:

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| about SAIF                | Online Registration  |                           |   |                            |  |
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| itatus of Facilities of   | Confirm Password *   |                           |   |                            |  |
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| or Facilities of SAIFs    | Select Organisation  | Paniab University, Chandi | garh                                    |                            | i i i i i i i i i i i i i i i i i i i  |
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|                           | Organisation i.e. on letterhead (It                              | · Panjao University       |   |                            |  |
| MC Members of SAIFs       | will be displayed on invoice)                                    | Sector 14                 |   |                            |  |
| Contact Us                | Organisation Addr<br>(Do not add Org User Name) *                | Sector 14                 |   |                            |  |
| Create Common Login       | CARGO CONTRACTOR DE CARGO CONTRACTOR PORTO                       | 13.                       | 12                                      |                            |  |
| or ALL SAIF Centres       | City *   | : Chandigarh              |   |                            |  |
|                           | State *  | : Chandigarh              | *                                       |                            |  |
| Feedback                  | Pincode *  | 160014                    |   |                            |  |
|                           | Category of the User   |                           |   |                            |  |
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## 4. Fill the category student or Faculty and if it is student fill supervisor details also.

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|   | Designation "                    | Student  |  |  |
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#### 6.Click here for SAIF-Chandigarh Link:-



 7. After Login the following window will be appear:



#### 8. Click Registration Form:

| ← → C ① Notsee | cure   saifora.iitb.ac.in/Web_Porta  | al_DST_SAIF/DST_SAIF_AIV_DST_SAIF_AIV_Ext_Request_Ins_jsp?dseturin=W4X31IZOI1W1KPbSdSBOa%20FIVwKRLokiZPIH1MS1XCA=   | ŵ | 0 |
|----------------|--|---|---|---|
|                |  | Welcome : Dr. test test PhD Log Out   |   |   |
|                | Log Out  | Online Registration For Users   |   |   |
|                | My Registrations<br>View Profile   | Click Here For<br>Click Here For Registration   |   |   |
|                | Change Paramotic<br>Change Paramoti<br>Type of Facilities<br>Facilities (Tests Modes)<br>Estimation of Charges | Note for Users :<br>1. Please chick Here for confirmation of charges before Payment<br>2. The details of Payment should be available with you while filling the registration form.<br>3. Date Of Issue of Payment should not be exceed seven days of your registration date.<br>4. Any wrong information quoted may leed to cancellation of your Registration.<br>5. Please submit/send DD Payment Details, Samples, Covering letter on your Organisation Letterhead<br>& |   |   |
|                | Status of Facilities.<br>Wait Period of Facilities<br>FMC Members  | "Head, SAIF-Chandigarh<br>Panjab University<br>Sector 14<br>Chandigarh, Chandigarh<br>Pincode : 160014"   |   |   |
|                |  | 6 Payment should be made by NEFT/IMPS/Account transfer/CASH.<br>7 DD and money order will not be accounted after 30th Jan 2019  |   |   |



9.Select the facilities which you need from the list:

10. Before fill the form Kindly calculate the amount for your samples by using Charge Estimation:



| Tests/Modes of Facilities<br>At SAIFs<br>Status of Facilities of<br>SAIFs |     |                  |                                    | Select Catego<br>Nation | ry* : © External Univer<br>al R&D Lob © Indust | sky (Other Than<br>ry © Internal (F       | Panjab<br>Panjab T | Universit<br>'niversit; | ity)<br>i) |                        |    |  |  |
|---|-----|------------------|------------------------------------|-------------------------|--|---|--------------------|-------------------------|------------|------------------------|----|--|--|
| Estimation of Charges<br>for Facilities of SAIFs                          |     |                  |                                    | (Select type            | of analysis , enter no of<br>Estimetion of ()  | samples and subs                          | equent j           | eak/hou                 | 1)         |                        |    |  |  |
| Availability of Facilities<br>Wait Period of Facilities<br>of SAIFa       |     | Sin of<br>Simple | Segue<br>Segue<br>Deurs<br>Factors | Parallel Train          | Test Maria Midanet                             | Outversity External<br>(Other them SAIP.) | National           | Industry                |            | Ter<br>Mole dae<br>Tak |    |  |  |
| FMC Members of<br>SAIFs   | 1   | ţ.               | 1                                  | FEGSEM                  | FESEM  | 1200                                      | 3600               | 6000                    | 960        | Fer<br>Sample          |    |  |  |
| Contact Us  | 8   | £)(              | 1                                  | FEGSEM                  | EDS With High Low<br>Magnification(FE-SEM      | 300                                       | 900                | 1500                    | 240        | Sample                 |    |  |  |
| Create Common Login   |     | t                | 1                                  | FEGSEM                  | MAPPING (FE-SEM)                               | 300                                       | 900                | 1500                    | 240        | Per<br>Sample          |    |  |  |
| for ALL SAIF Centres  | 10  | 1                | 1                                  | FINMR                   | 1D- 1H NMR (CDCI3<br>D20)                      | 400                                       | 1200               | 2000                    | 320        | Per<br>Santole         |    |  |  |
| Treasure  | -11 | 1                | 1                                  | FTNMR                   | 1D 1H NMR/DMSO-                                | 600                                       | 1400               | 2200                    | 520        | Per                    |    |  |  |
|   |     | t                | t                                  | FTNMR                   | 2D COSY (CDCB/                                 | 800                                       | 2400               | 4000                    | 640        | Per                    | -  |  |  |
|   | -   |                  | 1                                  | FINMR                   | 1D-13C NMR (CDC13                              | 400                                       | 1200               | 2000                    | 320        | Per                    | -  |  |  |
|   | -   |                  | 1                                  | 27513.09                | D2O)<br>1D- DEPT Experiment                    | 400                                       | 1200               | 2000                    | 200        | Sample<br>Per          |    |  |  |
|   | -   |                  |                                    | FISHE                   | (CDCB / D2O)<br>2D-HSOC (CDCB /                | 400                                       | 5200               |                         | 324        | Sample                 | -4 |  |  |
|   | -   | t                |                                    | FINME                   | D20)   | 800                                       | 2400               | 4000                    | 040        | Sample                 |    |  |  |
|   | 10  | t)               | 1                                  | FINMR                   | D20)   | 500                                       | 2400               | 4000                    | 640        | Sample                 |    |  |  |
|   | 22  | t                | 1 <u>t</u>                         | FTNMR                   | 2D-10CSY (CDCB /<br>D20)                       | 800                                       | 2400               | 4000                    | 640        | Per<br>Sample          |    |  |  |
|   | ш   | t                | 1                                  | FINME                   | 2D-HMBC Experiment<br>(CDCI3 / D2O)            | 906                                       | 2400               | 4000                    | 640        | Per<br>Sample          |    |  |  |
|   | =   | 1                | 1                                  | FINMR                   | ID - DIO Exchange                              | 400                                       | 1200               | 2000                    | 320        | Per<br>Sample          |    |  |  |
|   |     | <b>*</b> (       | 1                                  | FTNMR                   | 1D-IJC NMR (DMSO-                              | 600                                       | 1400               | 2200                    | 520        | Pet                    |    |  |  |

11. In Charge calculator select the instruments and no of samples then note down the amount

12. Select the facilities and click the **CLICK HERE FOR REGISTRATION** tab.





## 13. Accordingly the form will be open and fill the details

| Registration Form        |  |   |
|--------------------------|--|---|
| our 2 manual and a state | = Fields are mandatory   |   |
| My Registrations         | Login Id   | tastother@gmail.com                           |
|                          | Name of SAIF Centre  | SAIF-Chandigam                                |
| Teo: Peadle              | Ins Id   | 2 11+   |
| Update Prodile           | Instrument Code  | FEGSEN  |
| Change Paorword          | Payment Details  |   |
|                          | No. of Payments  | :1 7  |
| Type of Facilities       | Payment Mode   | Electronic Transfer                           |
| Facilities (Tests Mades) | 1  |   |
| letmation of Charges     | L. Psyment Detmits   |   |
|                          | Transaction DD/UTR No *  |   |
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| Van Penad of Facilities  | Transaction DD/NEFT Amount *   | (a)   |
| MC Manhan                | Place the CARTER CREATERY source Payment of Contact Lap  | 1   |
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|                          | Bill & Report Collecting *   | •   |
|                          |  |   |
|                          | Sample Details   |   |
|                          | No. of Samples *   | 16  |
|                          | If you need different test mode for each sample then   | lease mention in User Remarks                 |
|                          | User Remarks   |   |
|                          | and where we are and a second  |   |
|                          | Sample Analysis Description in brief *   |   |
|                          | 2011 AND40+  |   |
|                          | Sample Ids *   |   |
|                          |  |   |
|                          | Sample Type *  | T O Material Science O Biological             |
|                          | Narma of Sample *  | : Thinfim(L<20mm;B<20mm;HL<5mm) Y             |
|                          | Stample is *   | : © Conducting © Non-Conducting               |
|                          | NOTE: 1. Low magnification EDS can done alone without the new<br>woolf abla)   | 6 of FESEM Imaging (only EDS charges are      |
|                          | 2. For High Magnification EDS, FESEM Imaging is must (FESE)  | I and EDS charges both are applicable)        |
|                          | 3. For Mapping, FESEM is must and EDS is optimied (FESEM as<br>a Maximum FIGHT insure, will be riven for FESEM Insuring in | d Mapping charges are applicable)<br>r somole |
|                          | S For Post samples kindly mention probable elements for EDS an   | slysis and mapping.                           |
|                          | 6. Liquid sample can only be processed if it gets dry properly. *  |   |

#### 14. Click submit

| My Registrationa          | Login Id  | ;testother@gmail.com  |
|---------------------------|---|---|
| STOC AND CONTRACTOR       | Name of SAIF Centre   | SAIF-Changigath   |
| View Peodia               | Tees Tol  | : 114   |
| Update Profile            | Instrument Code   | : FEGSEM  |
| Change Pairword           | Payment Details   |   |
| and the second second     | No. of Payments   | 11  |
| IN DRIVE PREMIUM          | Payment Mode  | Cash 🔻  |
| Facilitas (Terrs Modes)   |   |   |
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| Status of Facilities      | Please are Charges Calculator before Payment or Contact Lab   | : 930   |
|                           |   |   |
| Wate Period of Pacificker | Bill & Dispatch Details   |   |
| PLK: Members              | Letter DD Submitting By * :   | Personally *  |
|                           | Bill & Report Collecting *:   | Personally *  |
|                           | Sample Details  |   |
|                           | No. of Samples *  | 124   |
|                           | If you need different text/mode for each sample then  | please mention in User Remarks.   |
|                           | User Remarks  | XXX   |
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|                           | Sample Analysis Description in brief *  | 1223  |
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|                           | Nerver of Servela *   | Thefine's 25mm Bo25mm Ht s5mm) V  |
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|                           | incaration of the second | FDS With 1 mr Magnification   |
|                           | -   | EDS with Eich Magnification   |
|                           | -   | :  Mapping  |
|                           | Confirm   | Back  |

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|  | No. of Samples *<br>If you need different testimode for each anople the<br>User Remarks   | n please mention in User Remarks.  |  |
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18. Take a print of the online request form



17.

19. Get signature and stamp from guide/Hod and submit the form with samples and pay the payment through NEFT/CASH/IMPS/Online Transfer.

NEFT /online Transfer acc. Details:

| 1  | NAME               | Director, SAIF               |  |  |  |  |
|----|--------------------|------------------------------|--|--|--|--|
|    |                    | Department SAIF,             |  |  |  |  |
| 2  | ADDRESS            | Panjab University,           |  |  |  |  |
|    |                    | Sector 14, Chandigarh-160014 |  |  |  |  |
| 3  | EMAIL-ID           | rsic@pu.ac.in                |  |  |  |  |
| 4  | PERMANENT          | A A A ID0225D                |  |  |  |  |
| 4  | ACCOUNT NO (PAN)   | AAAJP0325R                   |  |  |  |  |
| 5  | BANK NAME          | STATE BANK OF INDIA          |  |  |  |  |
|    |                    | PANJAB UNIVERSITY,           |  |  |  |  |
| 6  | BRANCH NAME        | CHANDIGARH                   |  |  |  |  |
| -  | <b>BRANCH CITY</b> |                              |  |  |  |  |
| 1  | & PIN CODE         | CHANDIGARH,160 014           |  |  |  |  |
| 0  | NEFT/IFSC CODE OF  | GDD 100007 10                |  |  |  |  |
| 8  | THE BANK/BRANCH    | SB1N0000742                  |  |  |  |  |
| 9  | ACCOUNT NUMBER     | 33951952363                  |  |  |  |  |
| 10 | ACCOUNT TYPE       | SAVINGS                      |  |  |  |  |
| 11 | BRANCH CODE        | 00742                        |  |  |  |  |
| 12 | MICR CODE          | 16002009                     |  |  |  |  |