

# **CONFOCAL LASER SCANNING MICROSCOPE FACILITY**

## ➤ **Registration Process:**

### **External Users:**

Since the registration portal is not accessible from outside IIT Bombay, External users must send a mail to [ismconfocal@iitb.ac.in](mailto:ismconfocal@iitb.ac.in) for registration.

### **✚ Academic Institutions:**

You can come in-person or send your samples along with a letter from the Head / Guide on your College/Institute Original Letter Head for registration stating that the analysis is for research purpose to qualify for academic concession. The letter should be addressed to Prof-In-Charge Prof. Santanu Kumar Ghosh, Dept of Biosciences and Bioengineering, IIT Bombay, Powai, Mumbai- 400076

### **✚ Industry & Non- Government Agencies:**

You can come in-person or send your samples along with a letter for registration. The letter should be addressed to Prof-In-Charge Prof. Santanu Kumar Ghosh, Dept of Biosciences and Bioengineering, IIT Bombay, Powai, Mumbai- 400076.

### **✚ National R & D Lab's:**

You can come in-person or send your samples along with a letter from your Institute Original Letter Head for registration stating that the analysis is for research purpose. The letter should be addressed to Prof-In-Charge Prof. Santanu Ghosh, Dept of Biosciences and Bioengineering, IIT Bombay, Powai, Mumbai-400076

You are requested to mention in your request letter that **“We agree to acknowledge the Confocal Laser Scanning Microscope Facility of IIT Bombay when the data are used in our papers/reports/thesis”**. List of such acknowledgements with appropriate reference will be communicated via email [ismconfocal@iitb.ac.in](mailto:ismconfocal@iitb.ac.in). Kindly send the publication reference (Journal name/volume number/names of the authors/date of issue of the publication etc.) to us as the continuing functioning of the lab needs this feedback.

## Charges for External Users

(Effective from 31.10.2022)

Basic Charges + GST\*(as applicable).

### Basic Charges:

Users from External Academic Institutions	Users from National Labs and R&D Organizations	Users from Industry
Rs 3000/slot	Rs 6000/slot	Rs 10000/slot

**1 slot = 2 hrs.**

### GST\* rate as on 1.8.2017:

\*\*\*\*\*

- 1) If the recipient of the report is from Maharashtra:  
9% SGST and 9% CGST
- 2) If the recipient of the report is from outside Maharashtra:  
18% IGST

**(Please add GST charges as mentioned above)**

### Payment Details:

#### Bank Details for Electronic Transfer:

Legal Name: Indian Institute of Technology-Bombay  
GST Registration No. : 27AAATI1446A1Z7  
Bank Name: State Bank of India, IIT Powai Branch, Mumbai-400076, India.  
Bank A/c No.: 10725729173  
IFSC/RTGS/NEFT: SBIN0001109  
MICR No. : 400002034  
Branch Code: 1109  
Swift Code: SBININBB519  
Telephone No. : +91-22-2572-1103

**For DD, payment should be in favour of "Registrar, IIT Bombay"**

- **Appointment:** The users will be informed about their date and time-slot by email.
- **Sample Submission:** Samples are to be submitted at the time of registration or brought along on the date of your appointment for your sample analysis. Users can send the samples via courier also
- **Results:** After the slot is done the results will be sent by email for external users.

### GENERAL INSTRUCTIONS TO EXTERNAL USERS

- ✚ The slot is of 2 hours and maximum 4 number of samples are allowed in a slot, the charges mentioned are for per slot.
- ✚ The users should visit <http://rnd.iitb.ac.in> website for the sample preparation instructions as well as for the contact details and location of the Facility
- ✚ The experimental data provided is only for research / development purposes.  
These cannot be used as certificates in legal disputes.



INDIAN INSTITUTE OF TECHNOLOGY BOMBAY, POWAI, MUMBAI

IRCC Confocal Laser Scanning Microscopy Central Facility,
Department of Biosciences and Bioengineering
Email: lsmconfocal@iitb.ac.in Ph: 022-21596746

Registration Form for External Users

- 1) Name of the User:
2) Name of the Institute/Organization:
(Appropriate letter to be enclosed; please see instruction sheet)
3) GSTIN:
4) Email and Tel No:
5) Name of Research Supervisor:

Sample Information

- 6) Description of the sample to be imaged:
(E.g. fixed mammalian cells on a slide, live bacteria in a petridish, etc. Please give as many details as possible)
7) Number of samples:
8) Fluorophores present in the sample:
9) Type of measurement requested:
Multi color confocal Imaging with DIC Z-stack imaging Time series Multi-point Imaging
FRET FRAP FLIM FCS Tile Imaging
10) Special Requirement if any:

We agree to acknowledge "Confocal Laser Scanning Microscopy Central Facility of IRCC" of IIT BOMBAY in our Publications/Reports/Thesis in which the data is used with due feedback through email lsmconfocal@iitb.ac.in. Please send us a copy of the publication/thesis report.

Signature of the User:

Note: 1) Samples should be brought by the user at the allotted time and the user should be present while the samples are being examined.
2) Fixed samples should be sealed between glass side and cover-slip and for live samples it should be in 35 mm glass bottom petri-dishes.

For Official Use only

External User Registration No: Date:

Table with 2 columns and 2 rows: Date of experiment, Name of the operator, Results sent date, Signature of operator.