



**INDIAN INSTITUTE OF TECHNOLOGY BOMBAY,  
POWAI, MUMBAI**

HRXRD Central Facility,

Department of Physics

Email: [hrxrd@iitb.ac.in](mailto:hrxrd@iitb.ac.in) Phone: 02225764556

## **Registration Process:**

### **I) Internal Users:**

Users within IIT Bombay can apply from <http://drona.ircc.iitb.ac.in> The form should be completely filled up and all the sample details must be provided in the requisition form. Users need to be present at the time of analysis on the allotted appointment date/time. If a user wishes to change his/her time slot, an email should be sent immediately to [hrxrd@iitb.ac.in](mailto:hrxrd@iitb.ac.in) requesting a change in appointment.

### **II) External Users:**

**Government Run Universities:** You can come in-person or send your samples along with a letter from the HOD/Guide on your College/Institute's Original Letter Head along with registration form stating that the analysis is for research purpose. The letter should be addressed to Prof. Subhabrata Dhar, Convener, HRXRD Central Facility, Department of Physics, IIT Bombay, Powai, Mumbai-400076.

**External Institutes / Private Universities :** You can come in-person or send a letter signed by an authorised signatory of your Institution/ University on Original Letter Head along with registration form stating that the analysis is for research purpose. The letter should be addressed to Prof. Subhabrata Dhar, Convener, HRXRD Central Facility, Department of Physics, IIT Bombay, Powai, Mumbai-400076.

**Industry:** You can come in-person or send a letter signed by an authorised signatory of your Organization along with Registration Form. The letter should be addressed to Prof. Subhabrata Dhar, Convener, HRXRD Central Facility, Department of Physics, IIT Bombay, Powai, Mumbai-400076.

You are requested to mention in your request letter that **“We agree to acknowledge the HRXRD Central Facility of IIT Bombay, when the data from the HRXRD lab are used in our papers/reports/thesis”**.

The information on such acknowledgements with appropriate reference should be communicated to HRXRD lab via email [hrxrd@iitb.ac.in](mailto:hrxrd@iitb.ac.in)

Kindly send the complete publication reference (Journal name/volume number/names of the authors/date of issue of the publication etc).

### **Charges for Internal & External Users:**

Organization	IIT Bombay (Internal)	Government Run Universities	External Institutes / Private Universities	Industry
Charges per Slot (3 hrs of measurements)	Rs. 500/-	Rs. 500/-	Rs. 750/-	Rs. 1500/-

**Total= Charges per Slot + GST**

- 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

**Payment** should be made in advance by a **Demand Draft (DD)** drawn in favour of "The Registrar, IIT Bombay, P and C Account" OR through **Bank Transfer** (Bank details are given on the next page) . Also payment should be made against a **proforma invoice**. The same should be sent to Prof. Subhabrata Dhar, Convener, HRXRD Central Facility, Department of Physics, IIT Bombay, Powai, Mumbai-400076., along with the Request Letter and Registration Form

**Appointment:** The users will be informed about their date and time-slot by email. If the day and time-slot is not suitable, an email request should be sent immediately for an alternate slot.

**Sample Submission:** Samples are to be brought along on the date of your appointment for analysis.

**Results:** After the sample analysis is complete the results can be collected by copying through CD.



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पवई, मुंबई-400 076, भारत  
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IIT Bombay

**ELECTRONIC CLEARING SERVICE (ECS) / NATIONAL ELECTRONIC FUNDS  
TRANSFER (NEFT) & REAL TIME GROSS SETTLEMENT (RTGS)**

**DETAILS OF ACCOUNT HOLDER**

Name of Account Holder IIT Bombay Project and Consultation Account  
Contact Address Adishankaracharya Marg, Powai, Mumbai 400076  
Contact Number +91-22-25767020/7032/8291947032  
E-mail Address registrar@iitb.ac.in / ar.accounts@ircc.iitb.ac.in

**BANK ACCOUNT DETAILS**

Bank Name State Bank of India  
Branch Name I.I.T. Powai Branch  
Branch Address Old Swimming Pool, Near Hostel H-1, IIT Campus,  
IIT Bombay, Powai, Mumbai - 400076  
Contact Number +91-22-25721103 / +91-22-2572-0204  
E-mail Address sbi.01109@sbi.co.in  
Account Number 10725729173  
Account Type Current  
Branch Code 01109  
MICR Code 400002034  
IFS Code SBIN0001109  
SWIFT Code SBININBB519

I hereby declare that the particulars given are correct and complete.

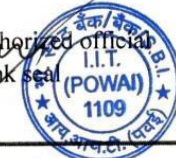
Date: 06/12/2021

Signature of Competent authority  
of the Institute with seal  
Indian Institute of Technology Bombay  
पवई / Powai, मुंबई / Mumbai - 400 078.

Certified that the particulars furnished above are correct as per our records.

Date:

Signature of authorized official  
With Bank seal



Note: Please send a mail to [pralhad@iitb.ac.in](mailto:pralhad@iitb.ac.in), [paradkar@ircc.iitb.ac.in](mailto:paradkar@ircc.iitb.ac.in) to trace your remittances.