How to Generate Proforma Invoice

After login into the external user's interface

All instrument's analysis charges will be visible

Department Of Science & Technology, Delhi
Sophisticated Analytical Instrument Facility, Mumbai

Welcome : XXXXXXXXXXXXXXXXXXXXXXXX1

Log Out

Welcome

XXXXXXX

Log Out

Request Form

My Requests

View Profile

Update Profile

Change Password

Proforma Invoice (Help!)

Contact Us

My Wallet(Help!)

Estimation of Charges

Select your facility* : [All ▾]

(Select type of analysis , enter no of samples and subsequent peak/hour)

Facility Code	Test/Mode/Solvent	National Lab	Test Mode Unit
CHNSO	C H N Estimation	900	Per Sample
ESR	Room Temperature	450	Per Sample
ESR	Low Temperature	650	Per Sample
ESRJEOL	X-band Room Temperature	900	Per Sample
ESRJEOL	X-Band Variable Temperature -1700c to +2000c	1200	Per Temp.
ESRJEOL	X-Band # Single crystals using Goniometer room temperature measurement	750	Per Rotation

To view analysis charges of a facility

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Proforma Invoice (Help!)

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My Wallet(Help!)

Estimation of Charges

Select your facility* : [NMR600 ⌄]

← Select a facility

Charges are calculated according to selection

(Goods and Service Tax 18 % w.e.f. 1st July 2017)

Category of User :	National Lab
Instrument Charges :	0
GST :	0
Total Charges :	0

(Select type of analysis , enter no of samples and subsequent peak/hour)

These are the primary prices, the actual prices may differ after the completion of the analysis

	No. of Samples	No. of additional hours	Facility Code	Test/Mode/Solvent	National Lab	Test Mode Unit	Remarks
☐	1	1	NMR600	^{1}H in CDCl$_3$	600	Per Sample	
☐	1	1	NMR600	^{1}H in DMF	2100	Per Sample	
☐	1	1	NMR600	^{1}H in any other solvent	1000	Per Sample	

After selecting number of samples and subsequent hours

Select your facility* : [NMR600 ▾]

Charges are calculated according to selection

(Goods and Service Tax 18 % w.e.f. 1st July 2017)

Category of User :	University/External (Other than SAIFs)
Instrument Charges :	2500
GST :	450
Total Charges :	2950

[Get Quotation] ⟵ Click here

(Select type of analysis , enter no of samples and subsequent peak/hour)

Estimation of Charges

	No. of Samples	Per Sample	Facility Code	Test/Mode/Solvent	University/External (Other than SAIFs)	Test Mode Unit	Remarks
☑	1	1	NMR600	^{1}H in CDCl$_3$	500	Per Sample	
☑	1	1	NMR600	^{1}H in DMF	2000	Per Sample	
☐	1	1	NMR600	^{1}H in any other solvent	800	Per Sample	
☐	1	1	NMR600	^{1}H- D$_2$O Exchange	500	Per Sample	

First select an analysis type and no. of samples

After clicking on 'Get Quotation'

Welcome
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Billing Name: [Ms. ▾] [NidhiGoel]

Organization Name: IITB-Monash Research Academy

Addresss: Svkm's Dr. Bhanuben Nanavati College of Pharmacy Gate no. 2, Mithibai college campus, Vile parle (west)

State: Maharashtra

City: Mumbai

The above information will be shown as the billing address in Proforma Invoice. You may update it by using update profile option given in the left side menu before submitting the request to the SAIF office

No. of Samples	Sub Sequent Hours/ Peak	Test/Mode/Solvent	Instrument Charges	GST Charges
1	1	^{1}H in CDCl$_3$	500	90
1	1	^{1}H in DMF	2000	360
Total			2500	450
Total Charges			2950	

Are you exempt from paying GST as per Government of India notification/order ? ○ Yes ◉ No

Click here if you have GST exemption proof

- Creating Proforma Invoice and Submitting Request for Registration of Sample Analysis are two different Processes.
- In order to complete the registration process and put your samples in registration queue, you have to follow registration process as stated here
- Even if you have generated Proforma invoice and have not registered for analysis as per the procedure stated here. It means you have not completed the registration process.
- Registration of Samples analysis is must if you wish to analyse samples at SAIF IIT Bombay

☐ I have read and I understand the above statements

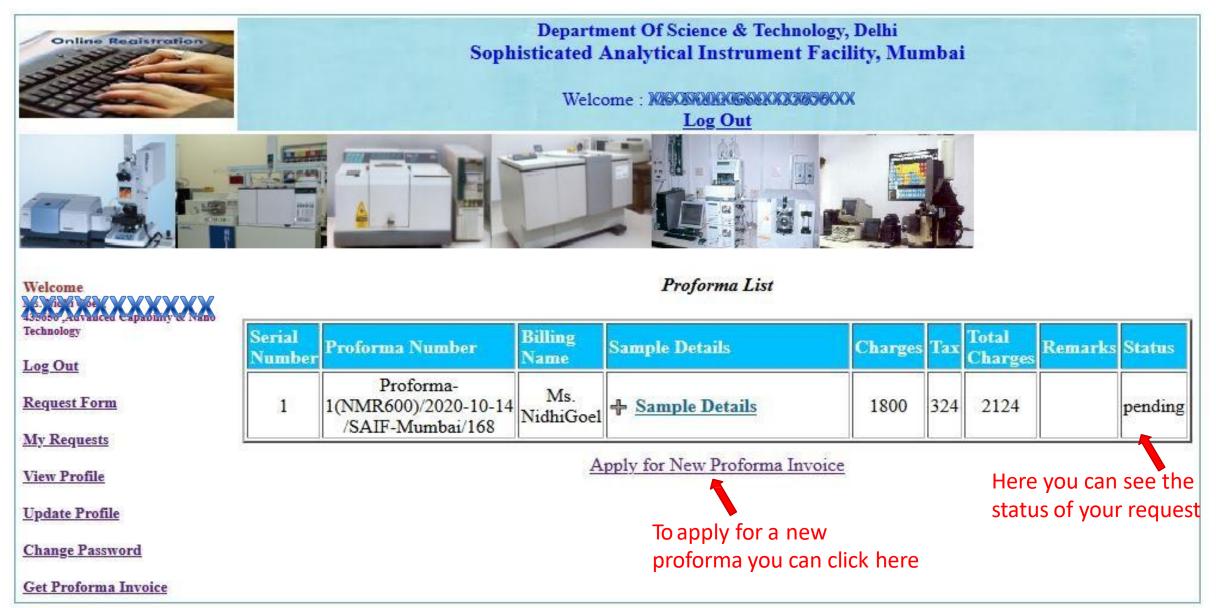[Submit to Saif Office for Approval]

Click here for getting approval from Saif Office

After clicking button 'submit to Saif office for approval'

An automatic email will be sent to facility in-charge @SAIF

View of Proforma invoice details

Department Of Science & Technology, Delhi
Sophisticated Analytical Instrument Facility, Mumbai

Welcome : XXXXXXXXXXGXXXXXXXGXXX

Log Out

Welcome
XXXXXXXXXX
435050 ,Advanced Capability & Nano Technology

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Get Proforma Invoice

Proforma List

Serial Number	Proforma Number	Billing Name	Sample Details	Charges	Tax	Total Charges	Remarks	Status
1	Proforma-1(NMR600)/2020-10-14/SAIF-Mumbai/168	Ms. NidhiGoel	➕ Sample Details	1800	324	2124		pending

Apply for New Proforma Invoice

Here you can see the status of your request

To apply for a new proforma you can click here

An email will be received by user after taking decision by facility in-charge @ SAIF

Proforma Inovice Request Approved

From office.saif@iitb.ac.in   Date Today 21:40

by ldns1.iitb.ac.in (Postfix) with ESMTP id C84BC360033;
Wed, 14 Oct 2020 21:37:08 +0530 (IST)
Received: from kalpana (saifora.iitb.ac.in [10.143.133.57])
by ascadmin.iitb.ac.in (Postfix) with ESMTP id 03FD880CCD2D;
Wed, 14 Oct 2020 21:36:22 +0530 (IST)
Date: Wed, 14 Oct 2020 21:40:50 +0530 (IST)
From: office.saif@iitb.ac.in
To: kalpana_u_mahajan@yahoo.com
Cc: jagdeeps@iitb.ac.in, nidhigoel@iitb.ac.in
Message-ID: <713068818.3569.1602691850061.JavaMail.tomcat7@kalpana>
Subject: Proforma Inovice Request Approved
MIME-Version: 1.0
Content-Type: multipart/mixed;
boundary="----=_Part_3568_232589594.1602691850060"

Dear User

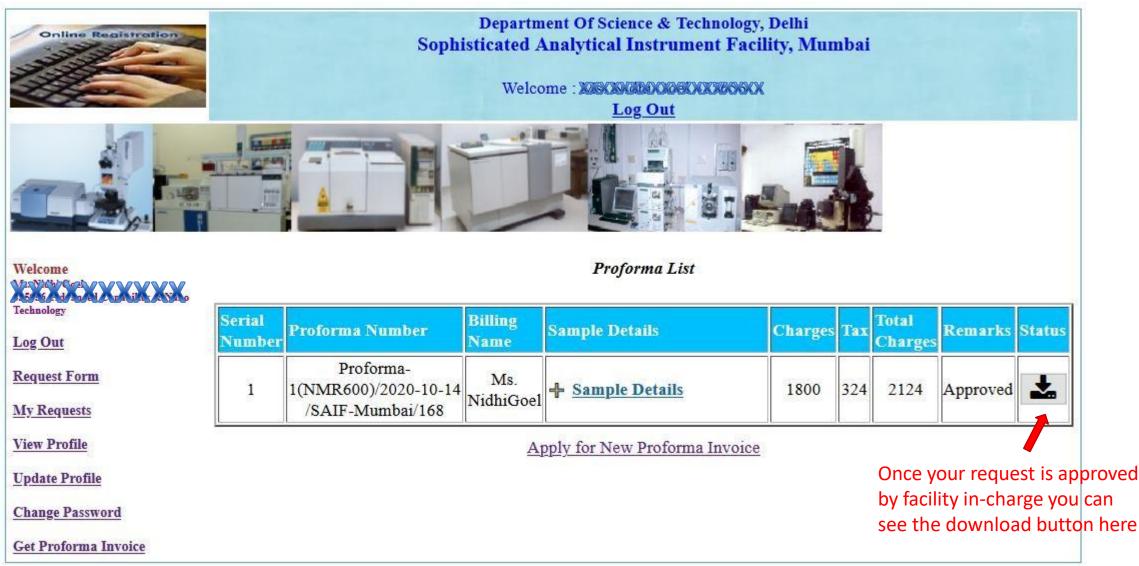Your Proforma invoice request number Proforma-1(NMR600)/2020-10-14/SAIF-Mumbai/168 is Approved.

Approved

Please login http://saifora.iitb.ac.in/Web_Portal_DST_SAIF/DST_SAIF_ExtOnlineRegSys_SAIFMumbai.html and download the invoice from your portal.

Regards
SAIF office

Status of Proforma Invoice is visible

- A proforma can either be approved or rejected by the saif office staff. In both scenarios lab in-charge will receive an email.

Once your request is approved by facility in-charge you can see the download button here

Click here to download the proforma invoice

Download your Proforma Invoice

परिष्कृत वैश्लेषिक यंत्र सुविधा
भारतीय प्रौद्योगिकी संस्थान मुंबई
पवई, मुंबई-400 076, भारत
Sophisticated Analytical
Instrument Facility
Indian Institute of Technology Bombay
Powai, Mumbai-400076, India

Tel : (+91-22) 2576 7691
(+91-22) 2576 7692
(+91-22) 2576 7690
Website : www.rsic.iitb.ac.in

IIT Bombay

PROFORMA INVOICE

Original For Recipient/Duplicate

PAN: AAATI1446A   GSTIN: 27AAATI1446A1Z7   TAN: MUMI00377G

Ref. No. Proforma-1(NMR600)/2020-10-13/SAIF-Mumbai/168 | Phone: +912225767691/2 | E-mail: office.saif@iitb.ac.in

Invoice No.: SaifPro131020201   Invoice Date: 13.10.2020

Bill To:
Contact Person: Mr. Kalpana Mahajan U
Name: IIT Bombay
Address: S.V. Road, Powai
State / Union Territory: Andhra Pradesh
State / Union Territory Code: 28
GSTIN/UIN: 3333333

Place of Supply: 28 - Andhra Pradesh

GST chargeable on RCM - NO

Nuclear Magnetic Resonance Spectrometer 600 MHz

Sr No.	Description of Service / Material	HSN/ SAC	Taxable Value INR	CGST Rate %	CGST Amount (INR)	STGST/UTGST Rate %	STGST/UTGST Amount (INR)	IGST Rate %	IGST Amount (INR)	Total Value INR
1	Facility Usage Charges	99834	1800.00	0.00	0.00	0.00	0.00	18.00	324.00	2124.00
	Total Value		1800.00		0.00		0.00		324.00	2124.00
Net Payable Value(in figure)										2124.00
Net Payable Value(in words)						Two Thousand One Hundred And Twenty Four Only				

In case of e-payment, please send URN with reference to invoice number at
office.saif@iitb.ac.in and onlinepay@iitb.ac.in
For payment by demand draft, to be drawn in favour of Registrar, IIT Bombay,
payable at Mumbai.

This is a computer generated invoice. No signature or stamp is required.

Layout of your proforma Invoice

In case proforma invoice is rejected by facility in-charge

In case the facility in-charge asks you to revise your proforma

Department Of Science & Technology, Delhi
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Serial Number	Proforma Number	Billing Name	Sample Details	Charges	Tax	Total Charges	Remarks	Status
1	Proforma-1(NMR600)/2020-11-20/SAIF-Mumbai/168	Ms. Mrs. NidhiGoel	➕ Sample Details	1800	324	2124	Revise	🖉

Apply for New Proforma Invoice

Remarks for revising the request

Click here to revise your proforma invoice

Update the information

Select your facility* : NMR600 ▾

Charges are calculated according to selection
(Goods and Service Tax 18 % w.e.f. 1st July 2017)

Category of User :	University/External (Other than SAIFs)
Instrument Charges :	900
GST :	162
Total Charges :	1062

Get your updated Quotation ⬅ Click here

(Select type of analysis , enter no of samples and subsequent peak/hour)

Estimation of Charges

Select an analysis type and no. Of samples ➡

	No. of Samples	Per Sample	Facility Code	Test/Mode/Solvent	University/External (Other than SAIFs)	Test Mode Unit	Remarks
☐	1	1	NMR600	^{19}F	900	1st Hr	
▣	1	1	NMR600	^{19}F (Addtional hr)	600	Additional hr	
☐	1	1	NMR600	^{31}P	900	1st Hr	
▣	1	1	NMR600	^{31}P (Addtional hr)	600	Additional hr	
☑	1	1	NMR600	^{27}Al	900	1st Hr	

Update the information and send for approval

XXXXXXXXXX
Technology

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Billing Name: User Pre ∨ NidhiGoel

Organization Name: IIT Bombay
Addresss: Hill side road Powai
State: Maharashtra
City: Navi Mumbai

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Previous analysis information for Proforma

Proforma Number: Proforma-1(NMR600)/2020-11-20/SAIF-Mumbai/168

Test mode 1: ^{19}F   Number of Samples: 1   Subsequent hours: 1

Test mode 2: ^{31}P   Number of Samples: 1   Subsequent hours: 1

Total Instrument Charges: 1800   Total GST Charges: 162

Total Charges: 2124

You can see your previous information here

Please be aware that the previous analysis information will be over written with the new data

No. of Samples	Sub Sequent Hours/ Peak	Test/Mode/Solvent	Instrument Charges	GST Charges
1	1	^{27}Al	900	162
Total			900	162
Total Charges			1062	

- The measurement / analysis was carried out at the Sophisticated Analytical Instrument Facility (SAIF), IIT Bombay, set up with financial support from the Department of Science and Technology (DST) of the Government of India, and is based on the samples provided by the Applicant.
- The analysis report is not a certificate for any performance / efficacy / efficiency / utility related aspects. The analysis report may not be construed as a legal document, certificate or endorsement and may not be used for marketing of the products or processes.
- Applicant shall be solely responsible for any intended use / utilization of this report and / or the contents thereof. All warranties or representations of any kind pertaining to the report or its contents are hereby expressly excluded.

☐ I accept the above mentioned terms and condtitions.

Send your updated information for verification

[Update and Send to Saif Office for Approval]