



INDIAN INSTITUTE OF TECHNOLOGY BOMBAY

Conductive Atomic Force Microscopy (cAFM) - Central Facility

E mail: caf@iitb.ac.in

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 caf@iitb.ac.in requesting change in appointment.

II) External Users:

- **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. The letter should be addressed to Prof. Udayan Ganguly, Convener, Central Facility cAFM, Department of Electrical Engineering, IIT Bombay, Powai, Mumbai-400076.
- **National R & D Lab's:** You can come in-person or send a letter signed by an authorized signatory of your Institution on Original Letter Head for registration. The letter should be addressed to Prof. Udayan Ganguly, Convener, Central Facility cAFM, Department of Electrical Engineering, IIT Bombay, Powai, Mumbai-400076.
- **Industry & Non- Government Agencies:** You can come in-person or send a letter assigned by an authorized signatory of your Organization for registration. The letter should be addressed to Prof. Udayan Ganguly, Convener, Central Facility cAFM, Department of Electrical Engineering, IIT Bombay, Powai, Mumbai-400076.

You are requested to mention in your request letter that *"We agree to acknowledge the "Conductive Atomic Force Microscopy (cAFM)", Central Facility of IIT Bombay when the data from the lab are used in our papers/reports/thesis"*.

The information on such acknowledgements with appropriate reference should be communicated to lab vide email caf@iitb.ac.in. Kindly send the complete publication reference (Journal name/volume number/names of the authors/date of issue of the publication) etc.

**Basic Charges for External Users + GST (as applicable) for 3 hour slot:
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

Charging Model:

Item	Internal (Authorized Users)	Internal Users (IITB)	External Users	Comment
Tips	see rate chart	see rate chart	see rate chart	To be purchased by user from stock (re-usable)
Operator	0	1500	4500	Operator not needed for authorized users as they runstem the system Essentially Operator does 20 slots (average of 10 months) at 30,000 INR salary: 1500 INR / slot will break even; External user charge is 5x to contribute to "rainy day fund" for maintenance / breakdown / upgrades etc
Overhead			1350	external user has 30% institute overhead
			5850	Basic Charges
			526.5	9% SGST
			526.5	9% CGST
			6903	Total Charge for External Users if the recipient of the report is from Maharashtra
			1053	18% IGST
Total	0	1500	6903	Total Charge for External Users if the recipient of the report is from outside Maharashtra

Type of AFM tip	Cost per tip
AFM	4000
c-AFM/ MFM/ PFM/ KPFM	6000

Payment should be made in advance by a Demand Draft (DD) drawn in favour of "The Registrar, IIT Bombay, P and C Account". The same should be sent to Prof. Udayan Ganguly, Convener, Centra Facility cAFM, Department of Electrical Engineering, IIT Bombay, Powai, Mumbai - 400076, along with the Request Letter.

- **Appointment:** The users will be informed about their date and time-slot by email. If the day and time-slot is not suitable for you, 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.

