



INFRA MICROBIOLOGY LABORATORY
Research Services Division (BPP)
Level 4, Research Management & Innovation Complex
University Malaya, 50603 Kuala Lumpur
Tel: +603-7967 7022 Ext: 2328
e-mail: inframicroblab@um.edu.my

REF NO: _____

SERVICES/FACILITIES REQUEST FORM

RENTAL
 PROJECT
 WORKSHOP
 OTHERS:

Company/ Laboratory Name		
Address		
Customer Details	Name	
	Matrix/Staff No	
	HP/Tel (O)	
	Email	
Sample Description (attach details, e.g. Datasheet)		
Submission Date		

**Please list your samples ID/name in respective analysis form for reference*

TERMS AND CONDITIONS

1. Payment term is 100% upon agreement and the payment must be made within thirty (30) days after invoice is issued.
The payment is subject to **one (1) year validity** from date of submission.
2. Payment shall be made to:
 - a. Grant: **UM.0000518/KWJ.AK : TBG PERKHIDMATAN MAKMAL INFRA MICROB PPP**
 - b. UM Epay : <https://epay.um.edu.my/> (perkhidmatan- perkhidmatan ujian makmal- IPPP – Makmal INFRA Microbiology)
(Note: Universiti Malaya personnel: Please insert student's name, type of analysis and total samples at description)
3. Kindly return the original copy of this Request Form together with invoice commitment/inter journal transfer/proof of payment/Purchase Order from your company according to the total amount offered before proceed with analysis.
4. **NO REFUND WILL BE PROVIDED FOR ANY LATER CANCELLATION OR FOR URGENT TEST**
5. Please clarify if your sample is toxic/hazardous to health.
6. Please put your samples in glass vials or plastic pack with proper labelling and send to the laboratory personnel.
7. The laboratory personnel have the rights to reject the test request. No fees will be charged for the rejected test.
8. The laboratory will provide test results within 15 working days (or more, with agreement by both parties), calculated upon receiving complete payment.
9. Please collect your sample within 30 days from the date of release report otherwise it will be disposed by following the guidelines. We will not liable for any violation regulation by you.
10. T&C are subject to change without prior notice.

I have read and agree the Term and Condition above.

Thank you for your cooperation.

Please tick (✓)

Type of Payment	Grant/Vote/Allocation Acc. No.:	Deposit/Fund Transfer/Cheque	Others:
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<p>Customer declaration, signature & stamp*</p> <p>I agree to allow IPPP/Bendahari UM to debits total amount of RM....._from the stated grant/vote/allocation to 'TBG PERKHIDMATAN MAKMAL INFRA MICROB PPP' for this service charge</p> <p>I hereby agree with all terms & condition stated above.</p> <p>Customer signature :</p> <p>Date :</p> <p>Supervisor Signature & Stamp :</p> <p>Date :</p>	<p style="text-align: center;">FOR OFFICE USE ONLY</p> <p>Received by :</p> <p>Date :</p> <p>Approved by :</p> <p style="text-align: center;">(TM/DTM/Technical Staff)</p> <p>Date :</p>
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TYPE OF SERVICES/FACILITIES: (Please tick ✓)

SERVICES/FACILITIES					
Type	Please (✓)	Quantity	Unit Price (RM)	Sub-Total (RM)	Remark
1. Automatic spiral plate and colony counter					
2. Automatic colony counter					
3. Analytical balance					
4. Automatic flake maker					
5. Autoclave					
6. BSC Class 2					
7. Bionumeric system					
8. Freezer -25					
9. Gel documentation system (Aplegen Omega Lum)					
10. Gel documentation system (Vilber Lourmat)					
11. Microplate reader					
12. Mini centrifuge					
13. Microscope					
14. Nanodrop spectrophotometer					
15. PCR Hood					
16. Pulse Field Gel Electrophoresis					
17. Qubit Fluorometer					
18. Real time PCR					
19. Refrigerated centrifuge					
20. Shaker incubator					
21. Stomacher					
22. Thermocycler					
23. Turbidimeter					
24. Turbidimeter (Realttime)					
25. Turbidimeter Lamp					
26. Ultra low temperature freezer -80					
27. Ultrapure water					
All customers are entitle for 6% GST (exceptional for UM students/ UM staff)			Total (RM)		

CHARGE RATE (INTERNAL/UM USER)

NO	FACILITY	INTERNAL CHARGE	
		RATE	PACKAGE
1	Thermocycler	RM 5/hours	Buy 10 hours (Free 1 hour)
2	PCR Hood		
3	Loopamp (Realtime Turbidimeter)		
4	Turbidimeter Lamp		
5	Real time PCR	RM 30/run	Buy 5 run (free 1 run)
6	Ultra Pure water	RM 10/L	RM 500/Month HIR tenants: RM 300/Month (Limit to 50L)
7	BSC Class 2	RM 10/day RM 200/Month	Not offered
8	Microplate reader	RM 10/hour	Buy 10 hours (Free 1 hour)
9	Nanodrop spectrophotometer		
10	Qubit Fluorometer		
11	Turbidimeter	RM 5/hour	Buy 10 hours (Free 1 hour)
12	Automatic spiral plate and colony counter		
13	Automatic colony counter		
14	Stomacher		
15	Bionumeric system		
16	Portable autoclave		
17	Analytical balance		
18	Mini centrifuge		
19	Microscope		RM 500/yeas max 25 hours
20	Refrigerated centrifuge	RM 10/hour	Buy 10 hours (Free 1 hour)
21	Shaker incubator		
22	Automatic flake maker		
23	Gel documentation system	RM 15/hour	Buy 10 hours (Free 1 hour)
24	Pulse Field Gel Electrophoresis		
25	Ultra low temperature freezer -80	Per month: RM 30 : Small box RM 40 : Medium Box RM 60 : Large box RM 200 : Compartment	*HIR Tenant – RM 100/tray/month *RM 2/day (4°C/-25 °C) RM 5/day (/80 °C)
26	Freezer -25		