

Justification for New Equipment Purchase

Equipment Information	
	Name and type of the equipment
	Approval details (SAC / extramural / intramural project)
	Key technical requirements ?
	Estimated cost (including purchase, installation, AMC/CMC)?
Existing equipment	
	Is similar equipment already available in the Institute?
	If yes, <ol style="list-style-type: none"> 1. In which Lab. is it available? 2. Name of the Lab. In-charge. 3. When was the equipment purchased? 4. What is its current status, usage and percentage of utilization?
	If no, <ol style="list-style-type: none"> 1. How was the work carried out previously (manual methods, outsourcing, shared facility, etc.)?
Justification & Usage	
	Which research projects or applications will it support?
	How will it improve current capabilities (speed, accuracy, precision, scope etc.)?
	What is the expected percentage of utilization?
	What outcomes or benefits are expected (in terms of research publications / collaborations/ innovations / enhanced productivity / policy etc.)?

Indenter: Sign:

Name and Designation:

Date:

Note: To be forwarded through proper channel