



**RAJIV GANDHI CENTRE FOR BIOTECHNOLOGY
MOLECULAR FORENSICS & DNA TECHNOLOGIES**

Thycaud P.O., Thiruvananthapuram- 695014, Kerala, India

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website:www.rgcb.res.in

Application for DNA Barcoding/Sequencing/Fingerprinting

1. Name of the intender : Mr./Ms./Dr.....
2. Address :
-
-
- Phone(O) :
- Mobile :
- E-mail :

(Applications without a valid e-mail id will not be processed)

3. Billing Address :
-
-
4. Affiliation :
5. Purpose/Application : Research/Commercial
6. Nature of Material : Plant/Animal/Microbial
7. Type of Analysis : DNA Barcoding/Sequencing
 Microsatellite Fingerprinting
RAPD/ISSR
Cell Line Authentication
Avian DNA Sexing
8. Total Number of Samples :

9. Sample Details (Use additional sheets, if needed)

Sample Number	Sample Code	Species/Genus	Sample Type (Tissue/ DNA/ Purified PCR product/ Unpurified PCR product)	Remarks
1				
2				
3				
4				
5				
6				
7				
8				

10. Primer/Loci Details (Use additional sheet if needed)

For Animals: COI 16S CytB Others, specify.....

For Plants matK rbcL ITS Others, specify.....

For Microbes: ITS 16S Others, specify.....

For Microsatellite, RAPD and ISSR analysis, please attach list of primers and primer sequences

11. Any other information the applicant wishes to convey:

12. I acknowledge that I have read and agree to the terms and conditions* (please tick)

Place :

Date :

Signature of the Applicant

*refer page 4 of this application form

Details, if Payment is made by DD

Amount: ₹ Demand Draft No.....

Dated..... drawn on..... (Name of the bank).

For office use only

Application No. : MFDT-SR-_____

Cost Estimate : ₹.....

Verified :

Recommended and forwarded :.....
(Chief Scientific Officer)

Director's Approval :.....

Date :.....

Number of Samples : Sample condition :

Samples Received by: Date :

Payment details

MFDT Invoice No..... dated.....

Amount Paid:₹ MFDT Cash Receipt No.....dated.....

Date of final result sent :

Remarks, if any :

Signature of Chief Scientific Officer :

Terms and Conditions

Microsatellite DNA Fingerprinting and DNA Barcoding Services

1. Application form for DNA fingerprinting and DNA barcoding services can be downloaded from the RGCB website. (<https://www.rgcb.res.in/dna-forms.php>)
2. Send the duly-filled application form to '**The Director, Rajiv Gandhi Centre for Biotechnology, Molecular Forensics & DNA Technologies, Poojappura, Thycad P.O., Thiruvananthapuram-695014, Kerala, India**'.
3. All applications shall be scrutinized and soft copy of primer details (if applicable) should be sent along with the application.
4. Total cost for the analysis should be paid in advance either as DD drawn in favor of **The Director, Rajiv Gandhi Centre for Biotechnology** payable at **Thiruvananthapuram** or in cash at the MFDT cash counter.
5. Samples will be processed on receipt of payment only. All payments are 100% non refundable.
6. In all correspondence, the envelope should be superscribed in bold letters as "**MFDT -APPLICATION FOR DNA FINGERPRINTING/BARCODING SERVICES**".
7. Samples Rejection Criteria:
 - Incomplete application form e.g. without signature, date, affiliation, complete pages and mentioning proper primers.
 - Samples received in good condition only be analysed and will be intimated to the applicant if they are to be replaced (if broken).
 - Samples not properly labeled.
 - Samples without sufficient quantity and bad quality.
8. Loci/Gene to be analysed should be indicated in the application form clearly.
9. Time needed for analysis will depend on the number of samples and complexity of the species analysed.
10. Result will be sent only through e-mail. **Results subject to the quality of samples as received.** Any clarification regarding results should be enquired within 7 days from the date of receiving the results.
11. Full experimental details and protocols will be provided with the final result.
12. Leftover samples, if any, will be stored for a maximum of three months from the date of result sending and DNA sample for one year, after which it will be discarded. If DNA samples required back, please mention that in the application form.
13. The Director, RGCB reserves the right to reject an application, citing no reasons.

Disclaimer: Genetics of the species analysed determine the efficiency of PCR amplification, quality of sequence read, and level of species resolution and MFDT shall report the data to the party as it arises. Further, we assume that the sample provided by the party is suitable to yield good quality DNA/PCR products.