



Center of Excellence in Gear Engineering (CEGE)

Discipline of Mechanical Engineering

Indian Institute of Technology Indore

Work Request Form

Date: _____

Sr. No.: _____

Name of the Requester: _____

Institute/ Department / Section/ Designation: _____

Contact no. and Email ID: _____

Roll Number/Employee Code: _____

Purpose: UG Teaching/ PG Research/ PhD thesis work /BTP/ Sponsored Project/ Consultancy/ others (Please specify): _____

Source of Funding: _____

Complete Details of the Work Requested

Sr. No.	Complete Description of work to be done (Providing details about work material, manufacturing process used, dimensions, surface roughness value, dimensional and geometric tolerance and drawing is MUST before proceeding the desired work)	Quantity	Remark
	Work material: Geometry to be manufactured/measured: Dimensions: Hardness (approx.): Anticipated dimensional tolerance: Anticipated surface roughness value: Any other relevant information which might be useful in completing the task: (Please use additional sheet for providing the drawing of the part)		

Information to be provided by the Manager or Deputy Manager of CEGE

Machine or Equipment (Please choose the intended machine or equipment for your work)	Operating Cost Including Available Essential Consumables Excluding GST (INR) (Please choose applicable category)			Name of the Assigned Lab Staff	Details and Cost of the Additional Tools and Consumables	Estimated Total Time Required (Hours)	Estimated Total Cost (INR)
	For students of IIT Indore <input type="checkbox"/>	For other Academic and R and D Organizations <input type="checkbox"/>	For Industries <input type="checkbox"/>				
<input type="checkbox"/> 3D Surface Roughness Measuring-cum-Contour Tracing Equipment	1,000 per sq. mm scanning area	1,500 per sq. mm scanning area	2,000 per sq. mm scanning area				
<input type="checkbox"/> CNC WEDM* [SprintCut]	1,000 per hr.	1,250 per hr.	1,500 per hr.				
<input type="checkbox"/> Gear Noise and Vibration Analyzer	1,000 per test	1,500 per test	2,000 per test				
<input type="checkbox"/> Dual Flank Roll Tester	500 per test	800 per test	1,000 per test				
<input type="checkbox"/> Straight Bevel Gear Cutter®	800 per hr.	1,000 per hr.	1,200 per hr.				

<input type="checkbox"/> Gear Hobbing Machine	500 per hr.	800 per hr.	1,000 per hr.					
<input type="checkbox"/> CNC Gear Metrology M/c	1,000 per gear	1,500 per gear	2,000 per gear					
<input type="checkbox"/> Manual Gear Metrology M/c	500 per gear	750 per gear	1,000 per gear					
<input type="checkbox"/> Optical Surface Profiler	500 per sample	800 per sample	1,000 per sample					
<input type="checkbox"/> Coordinate Measuring Machine (CMM)	800 per hr.	1,000 per hr.	1,200 per hr.					
<input type="checkbox"/> Contour Tracer (CV 800)	1,000 per sample	1,250 per sample	1,500 per sample					
<input type="checkbox"/> Toolmaker's Microscope	300 per sample	500 per sample	700 per sample					
<input type="checkbox"/> Automated 2D-Height Gauge	500 per sample	700 per sample	1,000 per sample					
<input type="checkbox"/> Automated Geometrical Tolerance Measuring Equipment (MarForm)	800 per sample	1,000 per sample	1,300 per sample					
<input type="checkbox"/> Optical Microscope	500 per sample	800 per sample	1000 per sample					
<input type="checkbox"/> CNC WEDM [EcoCut]	800 per hr	1,000 per hr	1,200 per hr					
<input type="checkbox"/> CNC EDM [smart CNC]	800 per hr	1,000 per hr	1,200 per hr					
<input type="checkbox"/> CNC Milling [emcoMILL]	800 per hr	1,000 per hr	1,200 per hr					
<input type="checkbox"/> CNC Turning [emcoTURN]	800 per hr	1,000 per hr	1,200 per hr					
<input type="checkbox"/> CNC micro-machining Center	1,500 per hr	2,000 per hr	2,500 per hr					
<input type="checkbox"/> 3D-Printing Machine	1,000 per hr	1,500 per hr	2,000 per hr					
<input type="checkbox"/> Machinery Fault Simulator	1,000 per hr.	2,000 per hr.	3,000 per hr.					
Estimated Grand Total (INR)								

* Has capability to machine inclined surfaces with inclination angle ± 30 degrees.

Important Note: Completion of the requested work, actual operation time and actual cost can vary from the estimated time and estimated cost due to nature of work material, constraints on resources (power source, AC, breakage of tools or probes, internet, etc.), criticality of work, manpower availability, queue of previous requests, and machine downtime.

Name and Signature of Manager or Dy. Manager of CEGE with Date:

Signature of the Requester with Date: _____

Signature and Designation of the Recommending Authority with Date _____

Remarks and Approval by the Coordinator, DST-FIST CEGE with Date: _____

Details of the Work Done

Request Submission Date	Work Completion Date	Machine(s)/ Equipment Used	Actual Total Time (Hours)	Actual Total Cost (INR)	Signature of Requester with date	Signature of the Operator with date	Signature of Manager or Dy. Manager with date
Total amount to be paid (INR)							

For internal users (i.e. students of Mechanical Engineering at IIT Indore): Pl. Credit an amount of INR _____ in the Ledger account of CEGE the Discipline of ME.

For other than internal users: Make online payment of an amount of INR _____ in the **ledger account of DST-FIST Center of Excellence in Gear Engineering (CEGE)** in **Project and Consultancy account of IIT Indore** whose details are mentioned below:

Account Holder: **Registrar, IIT Indore**

Name and Branch of Bank: **Canara Bank, IIT Indore, Simrol Campus Branch**

Account Number: **1476101027440**

Type: **Saving A/c**

IFSC Code: **CNRB0006223**

SWIFT Code: **CNRBINBBISG**

Coordinator, DST-FIST CEGE

INR _____ paid online in the above-mentioned **ledger account of DST-FIST Center of Excellence in Gear Engineering (CEGE)** in **Project and Consultancy account of IIT Indore** project and consultancy account of IIT Indore. (attach printout of receipt with the form)

Transaction ID and date of the online payment:

Signature of the requester with date:

Follow-up action by Manager or Dy. Manager, DST-FIST CEGE:

Confirmation of the receipt of the payment by R and D office: