



Mammalian Cell Culture Laboratory

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CLIENT INFORMATION	
Name	Mobile No.
Affiliation	Email Address
Address	
SAMPLE AND SERVICE INFORMATION	
Check appropriate boxes only	
IMPORTANT NOTE: Extract must be dry (i.e., completely devoid of water and/or solvent upon submission. Liquid samples will not be accepted for testing.)	
Target Sample Submission Date	
Approved Assay Date <i>(To be filled out by personnel)</i>	
<input type="checkbox"/> <i>Sample No. 1</i> Name of Sample: _____ Solvent Used for Extraction: _____ Service/s Requested: <input type="checkbox"/> MTT CYTOTOXICITY ASSAY <input type="checkbox"/> HCT-116 – human colorectal carcinoma <input type="checkbox"/> MCF7 – human breast adenocarcinoma <input type="checkbox"/> A549 – human lung carcinoma <input type="checkbox"/> AA8 – Chinese hamster ovarian fibroblast <input type="checkbox"/> PHOTODOCUMENTATION (For MTT Assay only) <input type="checkbox"/> DPPH FREE RADICAL SCAVENGING ASSAY <input type="checkbox"/> TOTAL FLAVONOIDS CONTENT ASSAY <input type="checkbox"/> TOTAL PHENOLIC CONTENT ASSAY	<input type="checkbox"/> <i>Sample No. 2</i> Name of Sample: _____ Solvent Used for Extraction: _____ Service/s Requested: <input type="checkbox"/> MTT CYTOTOXICITY ASSAY <input type="checkbox"/> HCT-116 – human colorectal carcinoma <input type="checkbox"/> MCF7 – human breast adenocarcinoma <input type="checkbox"/> A549 – human lung carcinoma <input type="checkbox"/> AA8 – Chinese hamster ovarian fibroblast <input type="checkbox"/> PHOTODOCUMENTATION (For MTT Assay only) <input type="checkbox"/> DPPH FREE RADICAL SCAVENGING ASSAY <input type="checkbox"/> TOTAL FLAVONOIDS CONTENT ASSAY <input type="checkbox"/> TOTAL PHENOLIC CONTENT ASSAY
INSTRUCTIONS	
STEP 1	The research/thesis adviser must write and sign an endorsement letter addressed to Dr. Ahmad Reza F. Mazahery with the following details: 1. School's letterhead 2. Title of the study 3. Names of ALL the investigators. The endorsement letter will also serve as a certification that the research/thesis adviser has extensively reviewed the study and that the student/s will not burden the MCCL personnel with questions related to their thesis/research
STEP 2	Secure the service form (Form 1 Rev 07) from any research personnel of the MCCL
STEP 3	Accomplish the form and fill out all appropriate fields. Please make sure that the details are correct, and do not forget to sign the conforme on page 2.
STEP 4	Email the duly accomplished form together with the endorsement letter to mccl.upd@up.edu.ph
STEP 5	Wait for the MCCL's reply verifying the sample submission date and time. Confirmation of sample submission date will be sent after three (3) working days, at most
STEP 6	INITIAL SCREENING OF THE SAMPLE: Pass the sample to the MCCL. Clients are required to submit the sample on time on the agreed date
STEP 7	Pay the corresponding fees (full) before the approved assay start date. Non-compliance will automatically forfeit the reservation.

CONDITIONS AND RESTRICTIONS

By submitting my sample/s to the MCCL, I understand and agree to the following terms and conditions:

- a. That the billing is based on the cost of ALL reagents used for the assay/s requested;
- b. That the MTT assay takes at least 7 days to finish, depending on the availability of the cultures;
- c. That the RA-in-charge has full prerogative on the scheduling, the completion of the assay and the release of results, based on the availability of the cell cultures;
- d. That the MCCL **DOES NOT** perform extraction services. The client must perform their own extraction procedure;
- e. That the client is responsible for ensuring that the sample to be submitted is not contaminated by bacteria, yeast or any other microorganisms, and that the MCCL is not responsible for any contamination that may be present in the sample submitted (e.g., contamination introduced during extraction);
- f. That the fee is **NOT** reimbursable once the assay has already been started, regardless if the test sample was proven to be contaminated;
- g. That the samples will be returned to the client after confirmation of assay date. Any samples not claimed **one (1) month** after the completion of the assay will be disposed of accordingly;
- h. That the data files of processed samples will be deleted from the MCCL database **one (1) month** after the turnover of the final report;
- i. That the results will be turned over via email. A hard copy of the final report will only be provided **upon request** within one month after the turnover of the report;
- j. That the scheduling of the assay will only be finalized after submission of the sample, the service form, and the endorsement letter from the client's research adviser;
- k. That the information provided by the client in this form (e.g. name, client affiliation, sample IDs, service/s requested, etc.) will be reflected on the final report;
- l. That the experiment parameters and set protocols (e.g., sample concentrations) used by the MCCL are set and non-negotiable;
- m. That the MCCL is a service laboratory and does not offer consultation services. The MCCL reserves the right to turn down questions regarding the principles of the assays being requested;
- n. That all questions regarding the principles of the assays must be addressed to the research adviser/s of the clients;
- o. That the MCCL reserves the right to turn down assay requests on the basis of, but not limited to, the following:
 - Data on the cytotoxicity against HCT-116, MCF7, and A549 of the sample being passed has already been published;
 - The sample being passed still has solvent (e.g. ethanol, water, etc.);
 - The sample is not soluble in dimethyl sulfoxide;
 - There is no available schedule for assay.

RATES

*includes 3 trials of the assay for the sample & controls

MTT Cytotoxicity Assay	Affiliates of IB-UPD: Php 9,000.00 per sample per cell line
	Affiliates of other institutions: Php 10,000.00 per sample per cell line
Photodocumentation of the MTT Assay	<p>Php 1,500.00 per sample per cell line</p> <p>*includes the following photomicrographs taken using the Zen software of Carl Zeiss Axiovert 1 Inverted microscope connected to a camera:</p> <p>(1) photomicrograph of cells in T-25 culture flask</p> <p>(1) photomicrograph of cells in 96-well plate before treatment</p> <p>(2) photomicrographs of cells after 72h treatment with the positive & negative controls (highest & lowest concentration)</p> <p>(8) photomicrographs of cells after 72h treatment with each sample concentration</p>
DPPH Free Radical Scavenging Assay	Php 1,500.00 per sample
Total Flavonoid Content Assay	Php 1,500.00 per sample
Total Phenolic Content Assay	Php 1,500.00 per sample

CONFORME:

SIGNATURE OVER PRINTED NAME

DATE