



QUALITY TOXICOLOGICAL SERVICES

OECD GLP CERTIFIED

National GLP Compliance Monitoring Authority, Department of Science & Technology, Government of India;
The Netherlands GLP Compliance Monitoring Program, Food and Consumer Product Safety Authority (VWA), The Netherlands.

**SHIPMENT OF THE TEST ITEM SAMPLES TO INTOX, INDIA
ADVICE TO OVERSEAS SPONSORS**

Please find below some necessary information on shipping of test item samples to INTOX:

1) Sample Quantity:

Please confirm with INTOX the quantities required to be sent for testing, separately for each of your test items.

2) Shipping Address, Notify Address & Final Destination:

The Director,
INTOX PVT. LTD.
375, Urawade, Tal. Mulshi, Dist. Pune, INDIA, PIN 412 115
Tel. +91 20 66548700 Fax : +91 20 66548799
Email info@intoxlab.com

PAN (Permanent Account Number), **IEC** (Import Export Code) **Number of INTOX are as below:**

PAN – AAAC19605G

IEC Number – 3104006253 (Date of Issue -18 Aug 2004)

3) Shipment:

We discourage the use of EMS for sample shipment.

If product is safe, it may reach straight through the internationally reputed couriers like DHL / FEDEX etc.

Custom Office clearance procedure, whenever required will have to be followed by us. Our nominated custom clearance agent will do the needful on our behalf. This will attract additional fees (about 200 – 300 USD).

For this purpose following documents, if already present with the shipment, can help to make the customs-clearing work faster.

1. **MSDS** or any published information on the toxic/other properties of the test item.
2. **COA** - Certificate of analysis / identity / purity of the test item.
3. **a declaration** that “the material is being shipped to INTOX Pvt. Ltd., Pune, India for research and testing purpose and is not for sale or trade. It has no commercial value”.
4. **INVOICE** (Not proforma invoice) mentioning the correct name of test item, quantity, realistic value declared (**declaring some price of the enclosed sample** so that the customs officer can charge some duty on the basis of the same e.g. 1 \$, 2 \$, 5\$ etc.). But this value should be realistic (not too high or too low). Mention BTN number (i.e. H. S. code) of the product. **Do not include the list of toxicity studies and their prices in such documents.**
5. Certificate of ‘dangerous goods,’ if applicable.

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12/31/2016



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Above documents are to be sent **along with** shipment and also to be sent to us by e mail **along with** Airway Bill (soft copy), immediately after shipment. Please advise the carrier to send the 'Cargo arrival notice' to us by mail/fax.

4) Test Item Information: Documents required for GLP studies.

Following documents need not be sent along with the sample. You can send them in a separate cover to INTOX.

- a) Please provide us a filled-in and signed 'Test Item Information Sheet' provided by us (INTOX Format Number F/MN/05).
- b) Signed Project Contract, if any / Work Order letter etc.
- c) Certificate of Analysis for each Test Item : This should include (with all other particulars),
 - a. Batch No.
 - b. Date of Manufacture
 - c. Date of Expiry (specify the storage conditions)
 - d. Signature of the Chemist / Company's authorized officer / QC Head etc.
 - e. Printed with Seal of the company and / or on official Company letter-head.

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