

Company Name / Address	Contact Name	
	Contact Nos.	
	Ref. Of offer for testing contract	

Details of sample under test (To be filled by customer)

Name of product	
Specifications	
Qty. of sample	

Test to be conducted (customer has to tick the test, which needs to be conducted by GORD Labs)

Please tick	Parameter to test	Test Method	
		Clause No.	Test method with name of product
<input type="checkbox"/>	Energy efficiency for air conditioner		QS SASO 2663 (Air conditioner)
<input type="checkbox"/>	General visual and marking test for electrical appliances	5, 6 and 7	IEC 60335-1
<input type="checkbox"/>	Protection against access to live parts	8	IEC 60335-1, IEC 60335-2-3 (Iron), IEC 60335-2-23 (Skin and Hair care products), IEC 60335-2-80 (Fans)
<input type="checkbox"/>	Power Input and Current	10	
<input type="checkbox"/>	Leakage Current and Electric Strength at operating temperature	13	
<input type="checkbox"/>	Leakage Current and Electrical strength	16	
<input type="checkbox"/>	Mechanical Strength, by drop test	21	IEC 60335-1, IEC 60335-2-3 (Iron), IEC 60335-2-23 (Skin and Hair care products)
<input type="checkbox"/>	Stability and Mechanical Hazards	20	IEC 60335-1, IEC 60335-2-3 (Iron), IEC 60335-2-23 (Skin and Hair care products), IEC 60335-2-80 (Fans)
<input type="checkbox"/>	Hand Sanitisers	SOP/OPN/14	Quantification of Ethanol and Isopropanol in Alcohol- Based hand sanitizers
<input type="checkbox"/>	Electrical and Photometry parameters	except 7.3 and 12	LM 79-08 (LED Luminaire)
<input type="checkbox"/>	Electrical parameters & Performance	9.1, 11.0, 12.1	IEC 62384:2020 (LED Controlgear)

Sample submitted by (Name of customer representative)

GORD Labs is having procedure (QP/13) to receive, evaluate and make decision on the complaint from the customers as well as from others. If you have any complaint related to services provided by GORD Labs, then please contact the lab manager at +974 7474 6633 or email at: info@gordlabs.com). The complaint will be resolved within 15 days. Please note that the product after testing will be retained for 7 days for further analysis, if any. You are requested to collect it back after the date of testing mentioned in the test report issued to you. If it is not taken back after 15 days then the GORD Labs is not responsible for the same.

Name, Designation and Signature of authorized representative of customer with seal.

Name & Designation	Signature	Seal

To be reviewed before acceptance of request by GORD Labs
Details of review upon receipt of sample at laboratory

Sr. No	Points reviewed	Status of review
1	Is the test method adequately defined, documented and understood?	
2	Is the laboratory having capability and resources to meet the customer requirements?	
4	Is appropriate test method selected for each test and capable of meeting customer requirements?	
4	Does the customer require statement of conformity?	
5	If Yes, then refer the document against which the statement is to be given.	
6	Is the uncertainty of measurement taken in to consideration to provide statement of conformity as a decision rule?	
7	Does the customer requirements any opinion and interpretation on the results of the test?	
8	Is the condition of sample, proper to conduct the test?	
9	Are the parameters covered under the scope of accreditation?	
10	Are all requirements adequately mentioned on Page no. 1 of 2 of this request by customer?	

Condition of sample during receipt

Inward No.

Sample identification number

Expected delivery date

Sample to be retained for

7 days

Remarks (Any special comment based on review)
Reviewed by
Technical Manager