

Financial (1895) Department.

ORDINARY PRINTED.

G.O., No. 337-38-39

DATED 23rd April 1896.

INDEXED. 27/28

[Despatch Abstract]

Indent for Stationery.-

Forwarding to the Secretary of State an--for use in 1896-97, and transmitting a copy thereof to the Government of India.

G.O.	No.	Department.	Date.	G.O.	No.	Department.	Date.

G.O.	No.	Department.	Date.	G.O.	No.	Department.	Date.
	2372		95				
	2501		95				
	593		96				

FINANCIAL DEPARTMENT

The advantages of a type-writer are neatness, legibility and saving of time and labour. The saving of time and stationery is roughly estimated to be about 50 per cent. by Messrs. Barclay, Morgan & Orr and the Examiner of Public Works Accounts.

From E. TURNER, Esq., C.S., Acting Superintendent of Stationery, to the Chief Secretary to Government, dated Madras, 9th March 1895, No. 320.

I have the honour to forward herewith the annual indent for stationery articles and mathematical instruments required during 1895-96 for use in 1896-97. The indent has been prepared as usual with reference to two years' average expenditure and the stock on hand reduced by a year's consumption.

2. * * * *

(a) One thousand reams of Royal, hand-made, required for the Registration Department have been provided as the Superintendent, Calcutta Stationery Office, stated that he could spare only fifty reams.

(b) To meet the increased demands of the Survey Department an increased quantity of lithographic paper has also been provided for. Hence is the increase in the total value of the indent.

3. A set of magic lanterns with its component parts and blue carbon and manifold papers are included in the indent with reference to Government orders quoted in the margin. At the request of the Superintendent, Government Press,

24th July 1894, No. 566.
4th Sept. " " 835.

a few machines for testing paper are also included.

4. Complaints have been received about Indian rubber as being much inferior. Half the required quantity of the same has therefore been substituted by pencil-eraser or white rubber which is also cheaper.

5. The marginally-noted articles hitherto received being complained of as inferior, I request that the Secretary of State may be requested to arrange for the supply of better articles and also for the early despatch of the undermentioned articles as they are urgently required by the Survey Department :—

Blotting, buff colour, 28 lb.
Blackwood's rubian red ink.
Ink, printing, blue.
" " red.
Pencils, red.
Penknives, desk.

- (1) Lithographic Double Elephant, 140 lb.
- (2) " Double Royal, 80 lb.
- (3) " Ink, black, fine, by Shackell, Edward & Co.
- (4) Ammonia Hydrosulphate.
- (5) Acid, Pyrogallie.
- (6) Collodion, Thomas', with Iodizer.

6. The papers noted below have been omitted in the indent with reference to G.O., dated 16th July 1894, No. 544, and my letter, No. 55, dated 18th January 1895, as they are to be substituted by country-made papers :—

Royal, machine-made.	Foolscap, cream-wove, 14 lb.
Medium " "	Octavo Post, crown vellum.
Demy " "	

Memorandum from the Chief Secretary to Government dated 16th March 1895, No. 580.

From E. TURNER, Esq., C.S., Acting Superintendent of Stationery, to the Chief Secretary to Government, dated Madras, 22nd March 1895, No. 409.

With reference to your memorandum, No. 580, dated 16th March 1895, I have the honour to return the stationery indent returned therewith with fifteen type-writers included in it as desired, for the use of the Secretariat offices.

ORDER—dated 23rd April 1895, No. 337, Financial.

The indent will be forwarded to the Secretary of State for India.

2. The type-writers when received will be distributed as follows :—

Chief Secretariat—	
Public Department	4 Yost type-writers.
Local and Municipal Department	3 " "
Revenue Secretariat	3 " "
Public Works Secretariat—	
General Branch	3 Williams' type-writers.
Irrigation "	1 " "
Railway "	1 " "

(True Extract.)

J. F. PRICE,
Chief Secretary.

To the Superintendent of Stationery.
" Secretariat Departments.

LETTER—to the Under Secretary of State for India, dated Ootacamund, 23rd April 1895, No. 338, Financial.

I am directed to forward, for submission to the Right Honourable the Secretary of State for India, an indent, in duplicate, for articles of stationery required for use in the Madras Presidency in 1896-97.

Blotting, buff color, 28 lb.
Blackwood's rubian red ink.
Ink, printing, blue.
Ink, printing, red.
Pencils, red.
Penknives, desk.

2. As complaints have been received in regard to the inferior quality of the articles marginally noted, I am to request that arrangements may be made for an improved supply.

3. I am also to request that the undermentioned articles, which are urgently required, may be sent out by the first available steamer :—

Lithographic Double Elephant, 140 lb.
" " Royal 80 lb.
" Ink, black, fine, by Shackell, Edward & Co.
Ammonia Hydrosulphate.
Acid Pyrogallie.
Collodion, Thomas', with iodizer.
Yost type-writers, with accessories.
Williams' type-writers, with accessories.

J. F. PRICE,
Chief Secretary.

ENDORSEMENT—dated 23rd April 1895, No. 339, Financial.

Copy to the Government of India, Department of Finance and Commerce, with copy of indent.

Chief Secretary.

Exd. A. Raitt.

Govt. of {1895} Madras.
FINANCIAL.

Issued

Recd.

Encl.

G.O., &c., 23rd April 1895,
Nos. 337-339.

APRIL.

Indent for Articles of Stationery.

Directing that the -- required for use in the Madras Presidency in 1896-97 be forwarded to the Secretary of State and that a copy thereof be transmitted to the Government of India.

23RD APRIL 1895, No. 338, FINANCIAL.

FINANCIAL DEPARTMENT.

LETTER—to

THE UNDER SECRETARY OF STATE FOR INDIA.

SIR,

I am directed to forward, for submission to the Right Honourable the Secretary of State for India, an indent, in duplicate, for articles of stationery required for use in the Madras Presidency in 1896-97.

Blotting, buff color, 28 lb.
Blackwood's rubian red ink.
Ink, printing, blue.
Ink, printing, red.
Pencils, red.
Penknives, desk.

2. As complaints have been received in regard to the inferior quality of the articles marginally noted, I am to request that arrangements may be made for an improved supply.

3. I am also to request that the undermentioned articles, which are urgently required, may be sent out by the first available steamer:—

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" " Royal 80 lb.
" Ink, black, fine, by Shackell, Edward & Co.
Ammonia Hydrosulphate.
Acid Pyrogallie.
Collodion, Thomas', with iodizer.
Yost type-writers, with accessories.
Williams' type-writers, with accessories.

I have the honour to be,

Sir,

Your most obedient servant,

OOTACAMUND,
23rd April 1895.

Chief Secretary.

8C
Please send me the
Q.O. laying down rules for
clerks in connection with the
working of type writing
machines. We are to have
3 in the General Branch.

C.S.

23 Sep 95.

C.A.
C.S.

There was no G.O. on the
subject, but only notes by the Honorable
Mr. Bliss. As these notes, are with
you, I request that you will
kindly let me have them for a
few minutes.

May

23/9/95

S.A.

There are no rules.
We were told to warn
our copyists that unless
they became proficient
type writers their ser-
vices wd. be dispensed
with. Please reply to this.

J.B.

23/9

Let and Him and that copyists
should take the place of copying.

C.S.

C.A. W. 1/10
Please the portion marked

For Order

It is submitted
^{three} that the bar-lock type-writers
in office may be sold
and 'port' type-writers
purchased locally ~~under~~
~~from 2 of Dept. Rec. 2/11~~
~~from 1 of 1/11, 1/11, 1/11~~
~~under 1/11, Rec. 2/11~~
~~May 1/11, 1/11, 1/11~~
~~File of 1/11, 1/11, 1/11~~
the case being treated as special
under § 98(k) of the C. A. Code.
If the Shorthand Lecturer will
give a fair price for the three
Bar-lock Machines now it
would, it is submitted, be better
to get rid of them at once. Every
day that they are kept will
decrease their ~~substantial~~
selling price. They have been well
used and appear to have seen

1/11/95 C.S.
23/9/95 their best days

Regd. to C. S.

Pachaiyappa, Colucc
Branch 175

CHIEF SECRETARY
18 MAR. 1895
GOVERNMENT OF MADRAS

The Hon'ble Mr. J. P. S. S.
Chief Secretary
Govt. of Madras

Sir

I learn that the Govern-
ment has ordered for some
"Gost" type-writing machines
to replace the present
Barlock machines now in
use in the Chief Secretary's
office. This information is

41
25
50-83-05

13

Pub. DEPARTMENT.

C. No. 917

FOR ORDERS.

I have no objection
~~but if~~ if the man will
give a good price. But in
that case, I suppose you
can knock 3 off the
indent

W
4/4/95

Please see note at back

of current

es
21.3.95

Note for the Hon'ble Member

M. R. Ry. Rajagopala =
= chairman, the shorthand reporter,
offers Rs 150/- for the three type-
= writers in the office - please see
his letter attached - The machines
originally cost Rs 300 each - With
reference to H. A. L. remarks that
if the Barlocks are sold three
"Gosts" might be taken out of the
indent, it is said that the indent
might include 4 Gosts for the
Chief Secretariat, to bring the total
number of machines up to 7,
for permanent retention at Colly
46 for the office here to admit
of all copyists using the type writer

Correct, and if the Govern-
-ment is disposed to
effect a sale for these
Barlock typewriters, may
I request you to be so
kind as to let me know
the fact, so as to enable
me to purchase them
in view to their being uti-
-lised for correspondence
in.

I remain
— Sir
Your most obedient servant,
W. Rajagopala Chari,
Lecturer in shorthand
writing.

[G.]
25.
20-8-95.

FOR ORDERS.

I have no objection
~~but if~~ if the man will
give a good price. But in
that case, I suppose you
can knock 3 off the
indent

WJ
4/4/95

C. No. 917

Pub. DEPARTMENT.

Please see note at back

of current

Rs
21.5.95

Note for the Hon'ble Member

M. R. Ry. Rajagopala =
= charman, the shorthand reporter,
offers Rs 150/- for the three type:
= winter in the office - please see
his letter attached - The machines
originally cost Rs 303 each - with
reference to H. M. M. remark that
if the Barlocks are sold three
"Yosts" might be taken out of the
indent, it is subd. that the indent
might include 4 Yosts for the
Chief Secretariat, to bring the total
number of machines up to 7,
for permanent retention at Rs 150/-
for the office here to admit
of all copyists using the type. with

no paper is mailed urgent
as one machine should, in
any case, go to Botacornund
by the special train on the
11th

FOR ORDERS.

CR.
9.4.95

Stationery Office,

Madras, 15 January 1895.

No. 86

From

E. Turner Esq., C.S.,

Ag SUPERINTENDENT OF STATIONERY,

MADRAS,

To

The Hon'ble Mr E. Gibson Esq.
Ag. Chief Secretary to
Government, Financial
Department

Sir,

Madras

With reference to G.O dated
23rd July 1894 No. 694 R, I have the
honor to report that I have con-
sulted the agents of the several
firms in Madras regarding the
use of type writers. Messrs Remington,
Messrs Parry & Co, Messrs Barclay
Morgan & Co, Messrs Arbuthnot & Co,
Messrs Cakes & Co, Messrs Addison & Co
and Messrs Best & Co use them.
The different patterns of type writers
used by them are Remington,
Barlock, Gost and Hammond.
Some of the Government offices
(the Examiner of Public Works
accounts and the Consulting
Engineer for Railways) also use
them. The former uses Remington
and the latter Hammond and
Williams

Wachanappan
9th April 95

Dear Sir,
In accordance with
your letter I have inspected
the two typewriting machines
at your place. One of them is in
pretty good order & the
other two require repairing.
I shall feel obliged if
you will kindly let
the three machines come
for Rs 150. Considering
the repairs that have

16
Note

We paid Rs 39.5 for
each of the Banlock
typewriters

6/4
9/4/95

to be made, & that the
machines, I would venture
to say that my offer is a
fair one.

I remain
Sir,
Yours faithfully
Eckatagopal Chatter
Shri. Law Lecturer

10 Clarke Esq

110
110

17

25/11/95

Please write &
refuse the offer for the
3 Bar Lock machines.

You require the letter
for your note within (in
copy)

These papers should
be attached with the
Stationery note paper

S.D. $\frac{33717}{23/4/95}$ - C.S.
23/4/95

NOTE FOR THE CHIEF SECRETARY.

The Short-hand Reporter
offered Rs 150/- for our three
Barlock Type-writers - H.M.
had no objection to the
machines being sold if a
good price were offered -
but Rs 150 for what we
paid Rs 90/- for, cannot
be considered. It is
therefore proposed to despatch
the Stationary agent to
tell the Short-hand
Reporter that his offer
cannot be accepted.

100/-
100/-
100/-

107/-

The prices of the above several patterns range from Rs 200 to Rs 450 as noted in the margin.

Runnington's Standard nos
 No 300 — 400
 3rd 375 — 450
 Williams 400 — 450
 Barlock 380 — 450
 Hammond 450

From the information before me it is not possible to report fully and precisely on the several points noted in the above G.O., without gaining some experience by personally using the different patterns. Each firm consulted says that the machine used by it is the best.

Runnington's Standard type writer no 5 seems to be largely used. From letter no 1592 dated 22nd September 1894 from the Government of India, embodied in the Madras Government Proceedings dated 5th October 1894 no 961 it appears that the above pattern is chiefly in use in the Secretariats of that Government. In Bombay also the Superintendent of Stationery under instructions from that Government appears to have purchased and supplied officers with a few machines of that pattern.

The Consulting Engineer for Railways is of opinion that Runnington's

300-450

Runnington's machine to both Hammonds and Williams and recommends the Williams for use in a large office where manifolding is necessary, as it admits of duplicate copies being made with the use of Carbon paper.

The advantages of a type writer are neatness, legibility and saving of time and labor. The saving of time and stationery is roughly estimated to be about 50 per cent by Messrs. Barclay Morgan & Co and the Examiner of Public Works accounts.

I have the honor to be
 Sir

Your most obedient servant

W. Lumsden
 As Superintendent of Stationery

Sp. 761 R. S. 10. 94. Bul.

From
The Superintendent
of Stationery,
Madras

To
The Ag. Chief Secretary
to Government
Financial Department

Dated
Despatched } 15th January 1895
Resd. 15th
Resd 16/1. 36

Subject
Reporting upon the information
obtained from the Agents
of the several firms in
Madras, regarding the
use of type-writers.

HC
Please write to the
Chief Secy. for the
list of type-writers.
How many machines about
price at 1894 last year
27/1/95

Financial Department

C. No. 99.

FOR ORDERS.

Submitted to the Honorable Member
with reference to the notes under cover
of G.O. dated 23rd July 1894, R No. 694/5
and his personal instructions at Ootica-
und last July.

The enquiries made by the Superin-
tendent of Stationery seem to point to
the Remington No. 5 being the favourite
machine. The "Yost" seems to be very like
it and it admits of monifolding (vide
page 9 of the pamphlet in the file).

It is submitted that the offices of
the Board of Revenue (3 Depts.), the
Surgeon General, the Inspector General of
Police and the Inspector General of
Prisons be each supplied with a type-
writer this year. The High Court bought
a Barlock in 1892 or 1893.

The Superintendent of Stationery
might be instructed to indent for the
machines, and in that case the cost could
not be charged to the department concerned
but would be debited to 80 Stationery and
Printing - Stationery supplied from Central
stores - Provincial, Under which there is

* The clerk from Bernis,
whom H. M. mentioned as a
good man for repairing type-
writers & who has the office
machines in hand, says the
Yost is much the best machine.
I have inspected one at Addis-
and it appears to be a good
type
Cb.

When if there ~~is~~ ^{are} no savings under this head, transfer can easily be made from other heads during the year.

Typewriters

After Council

There are three Bar-Loch machines in the Chief Secy's office & it is proposed, if the above ~~for~~ suggestion is approved, to issue ~~the~~ ^{these} ~~machines~~ ^{those}, which are in fairly good order, to the I. G. & the S. G. for their men to learn on. The copyists here know how to use the machines & it would be a saving in the long run to place new machines in their hands.

H.M.

Perhaps the H. M. would like to suspect a "Yost" after Council one day. If so, Addison will be asked to send one on inspection.

MS and at the same time
11/2/95 get the "William's" over
from the P.W.D. (R. G. G. G.)

CS
7/2/95
I am afraid these new machines have suffered a good deal through the ignorance of the operators. The men however know how to use them though they don't seem to take kindly to type writing - why I have not been able to ascertain. I am always asking for more type writing and it is only after a long wait about it that it is produced in fairly satisfactory quantity. If I had my way I would never have anything but typed letters.
11/2/95

Financial

The Hon'ble Mr. Bliss yesterday after Council sanctioned the purchase of "Yost" Type-writers for the Chief Secretariat.

The Hon. Member also directed that all work turned out by the Copyist Department should be type-written & in order to give the copyists a fair chance of learning ^{to} use of the machine, considered that they should go through a course of instruction, lasting about a fortnight, under Mr. Galliot [the man from Benmy] the instruction being given out of office hours & Mr. G. being remunerated. All copyists who are unable to use the machine & to turn out work rapidly after the fortnight's instruction, are, the H. M. directs, to be dismissed & their places filled by men who can type-write. This being an office matter, the C. A. will it is under God, take the necessary action.

The Supdt. of Stationery

... to submit an
 incident on the India Office
 for the machines. We have
 three Bar. Locks now. Mr. & C.B.
 both thought it best that one
 machine should be kept
 permanently at Cotacamunda
 to save the knocking about
 of journeys to & fro. I think
 few new machines will be required
 one for only & three to bring the
 number at Madras up to six.

The Rev. Depts. may possibly
 wish to increase the number of
 their machines & this note
 will be circulated in view
 to ascertaining the total number
 The Supdt. of Stationery should
 advise for

C.B.
 20.2.95
 10 MAR 1895
 SECRETARY

The Rev. Dept. would like to have
 three more - (York) Type writers -
 H. 2 D. 2.

The P.W. (Railway Branch) would like
 to have another Williams Type writer, this
 make is found on trial to have greater
 manufacturing power than the York.
 Does
 6/3/95

Type. London

- (1) C.A. 703
- (2) C.S.V. 1024

- (3) The Secy, Rev. Dept.
- (4) - - - P.W. "
- (5) - - - Gen. Dept.

The Secy & Municipal Dept.
 would like to have three York Type writers.
 as none is used at present.
 11/3/95
 11/3/95

Please note your
 requirements.

We have one Williams
 Type writer in use, and
 shall require another.

Three Williams' Type writers
 will be required by the
 P.W. Dept., General Branch.

Cum
 5/3/95
 80
 W

EXHIBENT NO. 402
 STATIONERY (1895) DEPARTMENT.

From
 THE SUPERINTENDENT OF STATIONERY,
 MADRAS,

To
 THE Chief Secretary to Govt.
 Financial department

Dated
 Received 9th
 Despatched 9th
 9 March 1895.

No. 320
 ENCLOSURE 1 in trip:

Subject.
 Submitting the indent for
 Europe articles of Stationery
 required during 1895-96
 for use in 1896-97

78: 28.1.95 Ind. Mis
 102/21A: 23.1.94 Ind. Mis
 72/3: 31.10.94 Ind. Mis
 5678: 8.9.94 Ind. Mis
 5357: 4.9.94 Ind. Mis
 678-80: 4.9.94 Ind. Mis
 56: 24.7.94 Ind. Mis
 57: 16.7.94 Ind. Mis
 242/3: 26.3.94 Ind. Mis
 153: 22.2.94 Ind. Mis

No. 320

Stationery Office,
Madras, 9th March 1895.

From

E Turner Esq., C.S.,
of SUPERINTENDENT OF STATIONERY,
MADRAS,

To

The Honble Mr. J. H. Price C.S.

Chief Secretary to Government
Financial Department
Fort Saint George

Sir,

I have the honor to forward
herewith the Annual indent for Stationery articles
and Mathematical instruments, required during
1895-96 for use in 1896-97. The Indent has been
prepared as usual with reference to 2 years -
average expenditure and the stock on hand -
reduced by a years consumption.

2 [The total value of the articles included
for amounts to £ 11,123. 3. 2 or £ 2247. 6. - more than
the Estimate sanctioned in Government Order
No. 921 Financial, dated 31st October 1894.

(a) One thousand reams of Royal Hand
made required for the Registration Department
have been provided as the Superintendent
Calcutta Stationery Office stated that he
could spare only 50 Reams.

(b) To meet the increased demands of the Survey Department an increased quantity of Lithographic paper has also been provided for. Hence is the increase in the total value of the indent.

3. A set of Magic lanterns with its component parts and blue carbon and manifolded papers are included in the indent with reference to Government Orders quoted in the margin. At the request of the Superintendent Government Press a few machines for testing paper are also included.

4. Complaints have been received about Indian rubber as being much inferior. Half the required quantity of the same has therefore been substituted by pencil eraser or white rubber which is also cheaper.

5. The marginally noted articles hitherto received being complained of as inferior, I request that the Secretary of State may be requested to arrange for the supply of better articles and also for the early despatch of the undermentioned articles as they are urgently required by the Survey Department.

1. Lithographic Double Elephant 140-th
2. " " Double Royal 80-th
3. " " but black fine by hand

Blotting buff color 28 th
Black wood pulman red ink
Ink printing blue
Dr
Pencils red
Pencils green

6. The papers noted below have been omitted in the indent with reference to Government Order dated 16th July 1894 No 544 and my letter No 55 dated 18th January 1895 as they are to be substituted by Country made papers.

Royal machine heads
Medium machine heads
Drum machine heads
Footscap Cream Wove 14th
Octavo Post Crown Vellum.

I have the honor to be,
Sir,
Your most Obedt Servant
J. Munro
Superintendent of Stationery.

R.M.

[6]
[69]

2,000-19-1-01.



31 Financial DEPARTMENT.

Memorandum. e 8000

7/16-3-95

READ the following : - Ch. 604.

The indent received
with his letter d 9 March
1895, N^o 320, is returned
to the Supdt. of Stationery
with the request that he
will be as good as to
add ^{to it} ten Gost and five
Williams' type-writers require
for the use of the Secretariat
offices and to return the
indent for transmission to
the Indian office.

20
14/3/95

To the Supdt. of Stationery
with indent
Copied in triplicate
15/3/95

No. 409

710
Stationery Office,
Madras, 22 March 1895.

From

E. Turner Esq., C.S.,
ag. SUPERINTENDENT OF STATIONERY,
MADRAS,

To

The Hon'ble Mr. J. F. Price, C.S.
Chief Secretary to Government,
Financial Department

SIR,

With reference to your memorandum
No. 580 dated 16 March 1895, I have
the honor to return the Stationery
indent returned therewith with 15
Type writers included in it, as
desired, for the use of the Secretariat
offices

I have the honour to be,
Sir,
Your most obedient Servant,

W. Turner
ag. Superintendent.

Geo. 604 Papers
No. 580, 16.3.95

Stationery (1895) department

From

The Superintendent
of Stationery

To

The Chief Secretary
to Government,
Financial Department

Dated

Despatched } 22 March 1895

Recd. 22/3

No. 409

Enclosures. Bench 147 mil
cno 604

Subject.

Returning the Stationery
indent with 15 type-writers
included in it, as desired,
for the use of the Secretariat
offices

CHIEF SECRETARY
22 MAR 1895
GOVERNMENT OF MADRAS

G.
21
200-52-95

Financial DEPARTMENT.

Papers to be read in proceedings:—

Again G.O., dated

189 , No.

Again G.O., dated

189 , No.

Current No. 99

of 1895, dated 15 Jan'y from the Superintendent of Stationery

" 604

" , d 9 March from the do do (7)

Memo. No. 580 of 16.3.95

Current No. 710

of 1895, dated 22 " from do do

ORDER.

2. The type-writer when received
will be distributed as follows:—

TO

The Superintendent of Stationery.

- Sect: Debit

The indent will be forwarded to the
Secretary of State for India.

LETTER

TO

The Under Secretary of State for India.

SIR,

I am directed to forward for submission to the Right Honorable the Secretary of State for India, an indent, in duplicate, for articles of stationery required for use in the Madras Presidency in 1896-1897.

2. As complaints have been received in regard to the inferior quantity of the articles marginally noted I am to request that arrangements may be made for the improved supply of better articles.

Blotting, buff color, 28 lbs.
Blackwood's rubian red Ink.
Ink printing, blue.
Ink printing, red.
Pencils, red.
Penknives, Desk.

34
8. I am also to request that the undermentioned articles, which are urgently required, may be sent out by the first available steamer:-

Lithographic Double Elephant 140 lbs.
-----do.----- Royal 80 lbs.
-----do.----- Ink black fine by Shackel
Edward & Co.
Ammonia-Hydrosulphate.
Acid Tyrogallie.
Colloidian Thomas with Iodizer.
Yost type-writers with accessories.
Williams type-writers -----do.-----

No.

Copy to the Government of India,
Department of Finance and Commerce, with
copy of indent.

35
Please print the following docket for the orders to Collection Copies.

Directing that the Indent for articles of stationery required for use in the Madras Presidency for 1896-97 be forwarded to the Secretary of State and that a copy thereof be transmitted to the Govt of India.

The docket is to be sent to the Secy to Govt of India.

36
337
APRIL 1895, No. , FINANCIAL.

GOVERNMENT OF MADRAS.

FINANCIAL DEPARTMENT.

READ—the following papers:—

From E. TURNER, Esq., C.S., Acting Superintendent of Stationery, to the Chief Secretary to Government, dated Madras, 15th January 1895, No. 36.

With reference to G.O., dated 23rd July 1894, No. 694 R., I have the honour to report that I have consulted the agents of the several firms in Madras regarding the use of type-writers. Messrs. Binny & Co., Messrs. Parry & Co., Messrs. Barclay, Morgan & Orr, Messrs. Arbuthnot & Co., Messrs. Oakes & Co., Messrs. Addison & Co. and Messrs. Best & Co. use them. The different patterns of type-writers used by them are Remington, Barlock, Yost and Hammond. Some of the Government offices (the Examiner of Public Works Accounts and the Consulting Engineer for Railways) also use them. The former uses Remington and the latter Hammond and Williams.

The prices of the above several patterns range from Rs. 300 to Rs. 450 as noted below:—

Remington's Standard No. 5	Rs. 300—400
Yost	„ 375—450
Williams	„ 400—440
Barlock	„ 380—450
Hammond	„ 440

From the information before me it is not possible to report fully and precisely on the several points noted in the above Government Order without gaining some experience by personally using the different patterns. Each firm consulted says that the machine used by it is the best.

Remington's standard type-writer No. 5 seems to be largely used. From letter, No. 1592, dated 22nd September 1894, from the Government of India, embodied in the Madras Government Proceedings, dated 5th October 1894, No. 961, it appears that the above pattern is chiefly in use in the Secretariats of that Government. In Bombay also the Superintendent of Stationery, under instructions from that Government, appears to have purchased and supplied officers with a few machines of that pattern.

The Consulting Engineer for Railways is of opinion that Remington's machine is inferior to both Hammond and Williams and recommends the Williams for use in a large office where manifolding is necessary, as it admits of duplicate copies being made with the use of carbon paper.

The advantages of a type-writer are neatness, legibility and saving of time and labour. The saving of time and stationery is roughly estimated to be about 50 per cent. by Messrs. Barclay, Morgan & Orr and the Examiner of Public Works Accounts.

From the Acting Superintendent of Stationery, dated 9th March 1895, No. 320.

ABSTRACT.—Submitting the indent for Europe articles of stationery required during 1895-96 for use in 1896-97.

Print in full
Keep bottom marked
[J]

37
2111
No. 580.

MEMORANDUM.

The indent received with his letter, dated 9th March 1895, No. 320, is returned to the Superintendent of Stationery with the request that he will be so good as to add to it ten *Yost* and five *Williams'* type-writers together with accessories required to be supplied as early as practicable for the use of the Secretariat offices.

(Signed) J. F. PRICE,
Chief Secretary.

16th March 1895.

To the Superintendent of Stationery, with indent in triplicate.

From E. TURNER, Esq., C.S., Acting Superintendent of Stationery, to the Chief Secretary to Government, dated Madras, 2 2nd March 1895, No. 409.

With reference to your memorandum, No. 580, dated 16th March 1895, I have the honour to return the stationery indent returned therewith with fifteen type-writers included in it as desired, for the use of the Secretariat offices.

ORDER—dated 23 April 1895, No. 337 Financial.

The indent will be forwarded to the Secretary of State for India.

2. The type-writers when received will be distributed as follows:—

Chief Secretariat—

Public Department	..	..	..	..	4	Yost type-writers.
Local and Municipal Department	..	..	..	..	3	" "
Revenue Secretariat	..	..	..	..	3	" "
Public Works Secretariat—						
General Branch	..	..	..	..	3	Williams' type-writers.
Irrigation	..	..	..	..	1	" "
Railway	..	..	..	..	1	" "

(True Extract.)

Chief Secretary.

To the Superintendent of Stationery.
" Secretariat Departments.

6
4/5/95
20/4/95

38
APRIL 1895, No. FINANCIAL.

FINANCIAL DEPARTMENT.

dated 9-5-95 with the date in ink.
No. 338, 24-25 April 1895

LETTER—to

THE UNDER SECRETARY OF STATE FOR INDIA.

SIR,

I am directed to forward, for submission to the Right Honourable the Secretary of State for India, an indent, in duplicate, for articles of stationery required for use in the Madras Presidency in 1896-97.

Blotting, buff color, 28 lb.
Blackwood's rubian red ink.
Ink, printing, blue.
Ink, printing, red.
Pencils, red.
Penknives, desk.

2. As complaints have been received in regard to the inferior quality of the articles marginally noted, I am to request that arrangements may be made for an improved supply.

3. I am also to request that the undermentioned articles, which are urgently required, may be sent out by the first available steamer :—

Lithographic Double Elephant, 140 lb.

Royal 80 lb.

" " Ink, black, fine, by Shackell, Edward & Co.

Ammonia Hydrosulphate.

91
Acid Hyrogallic.

Collodion, Thomas', with iodizer.

Fost type-writers, with accessories.

Williams' type-writers, with accessories.

I have the honour to be,

Sir,

Your most obedient servant,

OOTACAMUND,
th April 1895.

J. B. PRICE,
Chief Secretary.

ENDORSEMENT—dated 23 April 1895, No. 339 Financial.

Copy to the Government of India, Department of Finance and Commerce, with copy of indent.

Oo TACA MUND,
Ariat 1895.

Chief Secretary.

39
70
ENDORSEMENT—dated 23rd April 1895, No. 339, Financial.

Copy to the Government of India, Department of Finance and Commerce, with
copy of indent.

OOTACAMUND,
23rd April 1895.

Chief Secretary.

Exd, A. Baill.

407
23RD APRIL 1895, No. 337, FINANCIAL.

GOVERNMENT OF MADRAS.

FINANCIAL DEPARTMENT.

READ—the following papers:—

From E. TURNER, Esq., C.S., Acting Superintendent of Stationery, to the Chief Secretary to Government, dated Madras, 15th January 1895, No. 36.

With reference to G.O., dated 23rd July 1894, No. 694 R., I have the honour to report that I have consulted the agents of the several firms in Madras regarding the use of type-writers. Messrs. Binny & Co., Messrs. Parry & Co., Messrs. Barclay, Morgan & Orr, Messrs. Arbuthnot & Co., Messrs. Oakes & Co., Messrs. Addison & Co. and Messrs. Best & Co. use them. The different patterns of type-writers used by them are Remington, Barlock, Yost and Hammond. Some of the Government offices (the Examiner of Public Works Accounts and the Consulting Engineer for Railways) also use them. The former uses Remington and the latter Hammond and Williams.

The prices of the above several patterns range from Rs. 300 to Rs. 450 as noted below:—

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From the information before me it is not possible to report fully and precisely on the several points noted in the above Government Order without gaining some experience by personally using the different patterns. Each firm consulted says that the machine used by it is the best.

Remington's standard type-writer No. 5 seems to be largely used. From letter, No. 1592, dated 22nd September 1894, from the Government of India, embodied in the Madras Government Proceedings, dated 5th October 1894, No. 961, it appears that the above pattern is chiefly in use in the Secretariats of that Government. In Bombay also the Superintendent of Stationery, under instructions from that Government, appears to have purchased and supplied officers with a few machines of that pattern.

The Consulting Engineer for Railways is of opinion that Remington's machine is inferior to both Hammond and Williams and recommends the Williams for use in a large office where manifolding is necessary, as it admits of duplicate copies being made with the use of carbon paper.

The advantages of a type-writer are neatness, legibility and saving of time and labour. The saving of time and stationery is roughly estimated to be about 50 per cent. by Messrs. Barclay, Morgan & Orr and the Examiner of Public Works Accounts.

From E. TURNER, Esq., C.S., Acting Superintendent of Stationery, to the Chief Secretary to Government, dated Madras, 9th March 1895, No. 320.

I have the honour to forward herewith the annual indent for stationery articles and mathematical instruments required during 1895-96 for use in 1896-97. The indent has been prepared as usual with reference to two years' average expenditure and the stock on hand reduced by a year's consumption.

2.

(a) One thousand reams of Royal, hand-made, required for the Registration Department have been provided as the Superintendent, Calcutta Stationery Office, stated that he could spare only fifty reams.

(b) To meet the increased demands of the Survey Department an increased quantity of lithographic paper has also been provided for. Hence is the increase in the total value of the indent.

3. A set of magic lanterns with its component parts and blue carbon and manifold papers are included in the indent with reference to Government orders quoted in the margin. At the request of the Superintendent, Government Press, a few machines for testing paper are also included.

4. Complaints have been received about Indian rubber as being much inferior. Half the required quantity of the same has therefore been substituted by pencil-eraser or white rubber which is also cheaper.

Blotting, buff colour, 28 lb.
Blackwood's rubian red ink.
Ink, printing, blue.
" " red.
Pencils, red.
Penknives, desk.

5. The marginally-noted articles hitherto received being complained of as inferior, I request that the Secretary of State may be requested to arrange for the supply of better articles and also for the early despatch of the undermentioned articles as they are urgently required by the Survey Department :—

- (1) Lithographic Double Elephant, 140 lb.
- (2) " Double Royal, 80 lb.
- (3) " Ink, black, fine, by Shackell, Edward & Co.
- (4) Ammonia Hydrosulphate.
- (5) Acid, Pyrogallie.
- (6) Collodion, Thomas', with Iodizer.

6. The papers noted below have been omitted in the indent with reference to G.O., dated 16th July 1894, No. 544, and my letter, No. 55, dated 18th January 1895, as they are to be substituted by country-made papers :—

Royal, machine-made.	Foolscap, cream-wove, 14 lb.
Medium " "	Octavo Post, crown vellum.
Demy " "	

Memorandum from the Chief Secretary to Government dated 16th March 1895, No. 580.

From E. TURNER, Esq., C.S., Acting Superintendent of Stationery, to the Chief Secretary to Government, dated Madras, 22nd March 1895, No. 409.

With reference to your memorandum, No. 580, dated 16th March 1895, I have the honour to return the stationery indent returned therewith with fifteen type-writers included in it as desired, for the use of the Secretariat offices.

ORDER—dated 23rd April 1895, No. 337, Financial.

The indent will be forwarded to the Secretary of State for India.

2. The type-writers when received will be distributed as follows :—

Chief Secretariat—	
Public Department	4 Yost type-writers.
Local and Municipal Department	3 " "
Revenue Secretariat	3 " "
Public Works Secretariat—	
General Branch	3 Williams' type-writers.
Irrigation "	1 " "
Railway "	1 " "

(True Extract.)

Chief Secretary.

To the Superintendent of Stationery.
" Secretariat Departments.

Exd. A. Raitt.

Gobt. of {1895} Madras.
FINANCIAL.

Issued

Recd.

Encl.

G.O., 23rd April 1895, No. 337.

APRIL.

Indent for Stationery.

Forwarding to the Secretary of State an —
required for use in 1896-97, and transmitting a
copy thereof to the Government of India.

First copy sent to Press.

Returned for signature.

Despatched in print.

Read again G.O. No. 337

DETER

Current No.

Enclosures to G. No.

ORDER OF GOVERNMENT

LETTER OF GOVERNMENT

STATEMENT WITH DITTO.

APPROVED NOT FILLED UP, BEING MEANT FOR SEPARATE
OR ORIGINAL.

N.B. —

A = Print in full.
B = Not to be printed.
F = Print abstract only.
Q = Print heading only.

Number of copies
required.

Order complete.

Letter only.

Order complete with Letter.