

A-4-11

Financial (1898) Department.

ORDINARY MS.

G.O., No. 422

Dated 4. 5. 98

K.
5/5

15/15

[Despatch Abstract.]

Directing the Supt. of Stationery to
continue his enquiries regarding the
various articles of Indian manufac-
ture procured by the Stationery Dept.
in the Bombay Presy.

T
6-5-98

BACK PAPERS.

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

FURTHER PAPERS.

G.O.	No.	Department.	Date.	G.O.	No.	Department.	Date.
<i>1936/98</i>	<i>28</i>						
<i>404/99</i>	<i>190</i>						
<i>15/19/99</i>	<i>52</i>						
<i>2453/99</i>	<i>893</i>						
<i>26/15/99</i>	<i>118</i>						
<i>21-8/99</i>							

F.
23
1,000-11-6-97.

Financial (1898) Department.

CURRENT No. 1123.

Put
for G.O. 833/4 d 4.12.96
Cms
15.4.98

M.O. written to.
AS 15/4/98
G.O. recd & file submd
AS 20/4/98

From The Supt. of Stationery

Order

No. 1346

Dated 5
Received 8 } 4. 98
Registered 9 }
Enclosures 1
Spare copies

SUBJECT.

Forwarding a copy of the
Bombay Stationery Comptroller's
Report for 1896-97.

BACK PAPERS.

G.O.	No.	Department.	Date.
833-4:	4-12	96	
746-57:	13-9	97	
110:	5-2	97	
R53:	11-1	97	
130:	12-2	98	

FURTHER PAPERS.

G.O.	No.	Department.	Date.

(2)

30th Nov 1898



R. M. Dring, Esq.,
Superintendent of Stationery.

The Chief Secretary to Government
Financial Department

Sir,

I have the honour to submit
my annual report on the working of the
Stationery Department during the official
year 1896/97.

2. The value of stock at the
beginning of the year was Rs 2,83,129-1-
and the receipts from all sources amount-
ing during the year to Rs 3,95,135-11-11,
making in all Rs 6,78,264-13-4 to the
credit of the department. The total

sums.

aggregate Rupees 4,23,22-1- during the year leaving at the close of the year a balance of stationery stock of the value of Rupees 25,50,44-12-4. This balance has Statement A as usual been valued at estimation rates as the rates at which stocks have to be valued during the current year have not yet been settled.

3 In the total value shown under the head 'Receipts' is incorporated the value of all European articles purchased in India and issued to public offices on the authority of the orders which prohibit the purchase by them of European articles exceeding Rupees 10 in value, otherwise than through the Bombay Stationery Stores.

4. Under arrangements which were given effect to last year, the Contract for the supply of eleven varieties of paper

Supply of
Indian Papers

2

(A)

mostly consisting of white printings which was held by the Bally Paper Mills Company of Calcutta in former years was split up and the contract supply was obtained equally from that company and the Deccan Paper Mills Company of Poona. Both the contracts have been fulfilled satisfactorily, except in so far as some recent consignments of paper from the Bally Mills have been found to be below the prescribed weight for each variety. Government do not however suffer materially by this short weight, as this office always insists on a proportionate reduction being made in the charges proposed by the Company and care is taken to pay them for the actual ^{weight} of paper delivered exclusive of the. The paper previously supplied by the Bally Mills had not previously been below the standards of

weight and the contractor's attention has now been drawn to the necessity of supplying paper of the prescribed weight in future.

5. The contract for printing papers from the Secem Paper Mills has in the whole been satisfactorily fulfilled. Two varieties were however found to be defective both in texture and finish and this necessitated the purchase of a small quantity locally to meet immediate wants. Specimens of paper remade were reported to be up to the required standards and were accordingly ordered and received.

6. The Secem Paper Mills have given entire satisfaction in the working of the main contract under which the majority of writings, printings ^{and} other papers are used for miscellaneous purposes and

(101)
the object of maintaining each consignment found their to be good from experience.
7. The only paper manufactured at the mills which is condemned by indenting officers is the Pring Blotting Paper weighing 32 lbs to the ream. The contractors are now supplying a fresh consignment of Blotting Paper in view of the complaints about the quality of the previous supply have been communicated to them, it is hoped that some improvement will be noticeable as imported paper of the same weight costs almost double the price paid for this Indian paper it seems desirable that the supply of the latter should not be discontinued without a thorough trial.

8. As anticipated last year, the consumption of rubber seals and their accessories has risen considerably during the year under report. There has been a continuous demand for these stamps and officers seem to feel their usefulness in ordinary office work. Judging from the impressions submitted to this Office, it

was used by some officers during the year

light and the contractor's attention has

single complaint in any one of the

printing officers.

9. I understand that the Company have commenced to manufacture self-inking pads at their factory and when these are generally used, there will be some saving in the expenditure on rubber seal ink.

10. The improvement in the quality of the sealing wax since the transfer of the contract to the Universal Stamps Company was maintained during the year.

11. I expect to be shortly in a position to comply with the orders conveyed in Government Resolution No 945 dated 27 February 1897 regarding the submission of data as to the introduction of type-writers in public offices in this Presidency. All the officers to whom machines have been supplied have not yet communicated their opinions as to the saving effected in the printing establishment and stationery. And until the results of the several trials are communicated it is impossible to

submit

5-

15-

(10)

As reported last year the

4 (8) submit definite proposals to Government

12. As in the preceding year there were hardly any demands for other copying machines ordered to be issued the only machines requisitioned for being the copying presses manufactured at the local factory of Messrs. Alex. Ashdown and Company.

13. It is satisfactory to note that since the last contract for the supply of liquid and powder ink (one of the most important articles of stationery in general use) was given out by Government there has not been a single complaint about the ink supplied by this office. The quality now supplied is decidedly superior to that manufactured in former years and experience has shown that it improves considerably if these stores are allowed to remain in stock for a time.

Scarlet ink of country manufacture which has stood the test of chemical analysis has also been issued to some offices during the year.

not used here.
18/10/1898

(9) magenta ink which might take the
place of ink prepared from fuchsin
is also manufactured by the
present contractors and the desirability
of replacing red ink therewith now
forms the subject of enquiry.

Notwithstanding the fact
that Government were pleased to draw
the attention of officers to their orders for
the use of country made locks the
demand for Chubb's locks still continues.
These Patent locks are undoubtedly superior
to the country locks but at the same
time they are very costly and Govern-
ment has clearly directed that they should
be used only for treasuries and other
important receptacles; it is possible
that compliance with the existing orders
would be better secured if heads of
offices were required to append to each
indent a certificate that country locks
would not serve the purpose for which
the Chubb's locks were intended.

5-

15 (10) As reported last year the
penknives hitherto supplied by Mann-
-facturers at Ranchannagar in Bengal
have not given satisfaction but having
regard to the orders of the Government
of India requiring that these articles
should be procured in India and
those supplied were the best available
several manufacturers have now started
factories and have forwarded specimens
both of penknives and office scissors for
inspection. In some cases the Mint
master's opinion as to the quality and
temper of these samples has been
favourable and in others in reverse.
This officer's report on a recently sub-
mitted batch of samples is awaited.

16

Under arrangements now in
force Blue Superfine cloth for clothing
Havildars, Naiks and other Amaldars
of rank is obtained from the New India
 Mills, Charinab in the Punjab and Blue
Coarse cloth for clothing sowas and other

materials of their class is received from
 Cawnpore Woollen Mills. Both the
 superfine and coarse cloths are purchased
 at the same rate viz. 4 pice 4 per yard
 delivered at Bombay Railway station.
 But as to all appearances the superfine
 cloth seemed to be superior both in make
 and finish the Superintendent of Army
 Clothing at Madras was consulted with
 a view to a uniform quality of superfine
 cloth being issued for clothing both peons
 and privates. That officer however
 considers that the coarse cloth being of
 better finish is more durable
 than the superfine and is likely to
 remain in better condition for two years
 the better period fixed by Government
 for the renewal of peons clothing. The
 superfine cloth, the Superintendent thinks
 only a better finished article. Under
 the circumstances indenting officers
 might be allowed to exercise their
 own discretion as to the description to be
 supplied

the cost to Government being the same
 in either case.

17. Scarlet Superfine cloth manu-
 factured at the New Dyerlin Mills in
 the Punjab has been found to be suit-
 able for clothing Government House peons
 and was issued for the purpose during
 the year under report. The cloth was
 obtained specially from England in
 former years but the similar cloth has
 been found to be cheaper by 4 annas 5
 per yard.

18. A few years back the Secem
 Paper Mills Company were anxious to
 undertake the supply of envelopes made
 of country papers of all sizes and patterns
 for use in Government offices and
 intended importing costly machinery
 for the purpose. Presumably owing to
 unremunerative prices, the project
 appears to have fallen through. Another
 firm of dealers seems inclined to
 start the industry and has been
 supplied with the requisite information

as regards consumption &c. As soon as a definite proposal is received it will be placed before Government for their orders.

19. Negotiations are proceeding as to the possibility of substituting a cheaper and at the same time sufficient-ly durable paper for the very costly hand made paper hitherto in use in public offices. The hand made paper, besides being costly is greasy to write upon, and although much stronger than the machine made paper, is not liked by indenting officers. It is therefore in contemplation to substitute for the hand made a cheaper variety of imitation hand made paper received from the Director General of stores at the India office or the tough blue laid paper manufactured at one of the web mills. With this view specimens of both have been circulated for the opinion of some important officers and on receipt of their replies

Government will be addressed on the subject. It is expected that the substitution would result in a substantial saving to Government.

20. A proposal was received during the year under review from the Itaghar Paper Mills of Calcutta for supplying to the Bombay Government country paper with a special watermark similar to that in use in the Bengal Presidency for applications to Courts &c. It was shown that the sale of the paper to the public, would result in a large profit to Government, as the estimated consumption was very large. The Ocean Paper Mills were in a position to supply the papers at a still lower rate, but Government after full consideration of the question thought it desirable to reject the proposal especially as there was nothing to show that the paper used by litigants was shiny.

G. R. F. O No 3336
dated 31st July 1897

21 (15) Government have entrusted the Stationery Office with the work of arranging for the supply of metallic seals to certain public officers, as under the Lark Revenue Code it is incumbent on Government to fix the size of the seals to be used by each Revenue officer.

Brass seals were under the orders issued in Government Resolution obtained by public officers from the Universal Rubber Lamp Company at a certain rate per letter inclusive of the charge for the metal and handle. As under the new orders seals of silver too have to be supplied special rates will be obtained and communicated to Government as soon as all the requirements are known.

22. The demand for country silk and cotton bags for joining correspondence together is gradually increasing. There is also a growing demand for drawing materials and other petty articles of Indian

8 (16) European manufacture which the Stationery Department had never before been called upon to supply. When the total consumption of these is known, the requisite quantity of the articles for which there is a constant and steady demand will have to be obtained from England and kept in stock for issue. In the mean time they are procured through the Stationery Contractor with the sanction of Government and issued to local officers.

23. The work of distributing parcels received from England in freight cases to officers and public bodies in India and Burma, is rapidly increasing and has added considerably to the ordinary work of the office. The correspondence in regard to the receipt and distribution of the parcels and getting the Packing Accounts duly completed by each consignee, entails much additional labour. The Department has also had to meet ^{many} extra requisitions from

from Plague and Famine Relief Offices during the year under report

24. I beg to submit a statement showing the quantities and values of stores of common manufacture of all descriptions purchased by this office during the year under report for supply to the public service generally. It will be seen that the total value amounts to Rupees 2,92,548 against Rupees 2,67,223 during the year 1895-96.

25. The increase must chiefly be attributed to increased consumption of country paper in some printing presses and other important offices, as also in a measure to the ^{creation} of new Plague and Famine Relief Offices. But it is satisfactory to note that the increased demand has been restricted to the cheaper varieties only and for the more costly ones having fallen considerably during the year under review.

marked B

9

The proposal to substitute Indian made blue lined paper for the costly English hand made paper alluded to above, will if adopted tend to swell the purchases during the current year. Every endeavour is made to restrict Indian to what is practicable and explanations for extraordinary demands are always called for so as to keep the total outlay within Budget limits.

26. As already explained the values shown in the statement referred to in the last preceding para do not include the amount paid for articles of European manufacture purchased under the special conditions prescribed by the Marine Government. This includes only the amount of some 300 articles of Indian manufacture which have been substituted for imported ones.

27. The total gain resulting from the substitution of country for imported stores during the year under review

amounts

(19)

amounted to Rs 48,529 as against
Rs 29,300 during the preceding year

I beg also to annex a statement showing the values of supplies made to each branch of the Administration during the official year 1896/97 arranged according to Budget heads.

It is gratifying to find that although the total amount this year has not been so low as in the year 1894/95 it has undergone a reduction of about Rs 3,000 in the figures for the year 1895/96. The decrease would have been much more had it not been for a rise in the value under the head "Stationery and Printing" which will be noticed in the following heads. The heads

"Political agencies", "Revenue", and "Public Department" show large increases, whereas the only increase in consumption with nothing has been that under the head "Medical" and "Stationery and Printing"

(20)

10

The marginal statement shows the figures for the past three years.

1894/95 Rs 3,50,698-12-1

1895/96 Rs 3,74,997-3-11

1896/97 Rs 3,72,069-9-10

29. Statement B shows the quantity of each variety of paper supplied to the Government Central Press at Bombay during the year under report. As anticipated last year there has been a general rise in the quantity of many varieties, Country Foolscap notably the consumption of which had fallen considerably during the year 1895/96, accounting in a large measure for the increase. The increase in the case of Paste boards as also some other papers is also note-worthy. But this is covered by a decrease in the more costly papers and in a few other varieties.

30.

Statement E indicates the values of supplies of all descriptions made to the several Printing Presses in the Bombay Presidency. Since

(21)

and the Hyderabad assigned districts.
 As observed above, there has been a
 large increase in the value of Paper
 issued to the Superintendent Government
 Central Press at Bombay amounting to
 as much as Rs. 35,296. There has
 also been an increase of about
 Rs. 2300 in the case of papers sent
 to the Bombay Education Society's Press
 at Byculla where printing work for
 the Military Department of Govern-
 ment is executed. The values in the
 case of the Postal Press at Bombay
 the Sind Commissioners Press at Karachi
 and the Deccan Hyderabad Press,
 show decreases, that in the case of the
 Sind Press at Karachi being very large
 (25,846). This is mainly due to the
 fact that some quantities of paper
 due in the Press indent have yet to be
 despatched and will be accounted for
 during the current year. The results

(22)

on the whole indicate a net reduced
 consumption of Rs. 9019 in the value
 of supplies made during the year 1896/97
 to the several printing presses from the
 Stationery Depot.

31. The Assistant Superintendent
 Mr. Balaram Krishna Vasudeo Pandurang and
 the staff under him worked with their
 usual diligence and care during the
 year. Government were informed in
 this office letter No. 324 of 5th February 1897
 of this great increase of recent years in
 the work of distributing parcels. Concurrent
 with the other work of the office both
 ordinary correspondence work and that
 connected with the issue of indent has
 substantially increased. All grades of
 establishment have ungrudgingly met
 with additional exertions to cope with this
 growing burden of work.

I have &c
 Sd/- R. M. Kennedy
 Superintendent of Stationery

"True Copy"

By *Iskender Khan Khan*
 Superintendent of Stationery

(23)

No 1346

1123

Bombay 5th April 1878
~~February~~

From

R. M. Kennedy Esquire, &c. &c.
Superintendent of Stationery

The Chief Secretary to Government
of Madras

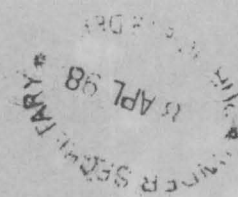
Sir,

Under instructions from Govern-
ment, I have the honour to forward here-
with one copy of the Bombay Stationery
Administration Report for the year 1876-77.

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

Wm Kennedy
For Superintendent of Stationery

Wm Kennedy



1878
1123

24.

Financial Dept:

C.No.1123

P

ORDER No 422 of 4th May 1898

The attention of the Supt. of Stationery will be drawn to paragraph 1 of G.O.No.833 Finl., d/4th Decr. 1896, and He will continue his enquiries regarding the various articles of Indian manufacture procured by the Stationery Dept. in the Bombay Presy and will, with reference to the foregoing report, ascertain whether improvements cannot be effected in the articles at present procured by him.

V Please see
So No 8827, ml,
of 20.7.99

IN

To
The Supt. of Stationery, 410
Madras

Dep.
9.5.98.

Cmb.
3.5.98. AAT 24.5.98

When given for copying 6/1
When copied 6/1 } 189
When examined 7/8
When signed 7/8

READ AGAIN G.O., No. 189 . DATED

CURRENT No.

ENCLOSURES TO C. No.

ORDER OF GOVERNMENT A A A A A A A

LETTER OF GOVERNMENT

STATEMENT WITH DITTO

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IN ORIGINAL.

N.B.—

A = Copy in full.
B = Not to be copied.
P = Copy abstract only.
Q = Copy heading only.

10-5-98

17/9/20

[G. 40]
1,000-13-7-98.

Fine DEPARTMENT.

Paper taken out of the Records from the charge of the Referencer.

Ordinary ~~Routine~~ No. 422, dated 4-5- 1898.

Date taken out.	FOR WHAT PURPOSE.			Initials of clerk taking the paper or of attender.	Date returned.	Initials of attender.
	Department.	C. No.	Year.			
31-2-98	<i>Fine</i>	1936	98	<i>AS</i>	21/1/98	5-8-98 <i>TH</i>
31-8-98	<i>Fine</i>	2107	98	<i>TH</i>	1-8-98	30-1-99 <i>TH</i>
30-1-99	<i>do</i>	2402	99	<i>TH</i>	6/2/99	<i>CH</i>
15-4-99	<i>do</i>	1574	99	<i>TH</i>	13-7-99	<i>TH</i>
13-7-99	<i>do</i>	2453	99	<i>TH</i>	21-7-99	<i>TH</i>
22-7-99	<i>do</i>	2511	99	<i>TH</i>	23-8-99	<i>TH</i>
23-2-00	<i>do</i>	668	00	<i>TH</i>	14/3/00	<i>TH</i>
12/3/09	<i>For Librarian</i>				25-3-09	<i>TH</i>