BACK PAPERS.

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

FURTHER PAPERS.

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

1816/99
Dr. No 466 A×B
27.3.99
C.no 363/99
4354/99
639/00

Government {1899} of Madras.

FINANCIAL.

Recd. }
Regd. } 1899.

Enclosures

Spare copies

G.O., &c., Nos. 300, 301, 27th February 1899.

FEBRUARY.

Stationery.

Directing that the indent in duplicate submitted by the Superintendent of Stationery for articles required in 1899–1900 for use in 1900–1901 be forwarded to the Under Secretary of State for India. Copy to the Government of India.

GOVERNMENT OF MADRAS.

FINANCIAL DEPARTMENT.

READ—the following paper :—

From J. N. ATKINSON, Esq., I.C.S., Superintendent of Stationery, to the Chief Secretary to Government, dated Madras, 20th February 1899, Dis. No. 417.

I have the honour to submit the Annual Indent (in triplicate) for the stationery articles required in 1899–1900 for use in 1900–1901. The value of the indent amounts to £12,751–16–4 against £12,755–4–3 sanctioned in G.O , No. 860, Financial, dated 10th October 1898, exclusive of the few articles the value of which is not known.

2. The established proportion entered in column 4 of the indent represents the average consumption of two years based generally on the actuals of the past three years. The requirements entered in column 8 have been arrived at by taking the difference between the established proportion and the stock in hand, including the balance due on the previous indent *minus* the average consumption for one year which has to be met from the stock before the receipt of the articles under this indent.

3. Five typewriting machines each of Yost No. 4 and Remington latest pattern, have been included in the indent to meet the increasing demands from officers. Spare accessories have also been provided for.

4. Blue pencils are generally preferred by officers to red pencils and are much more largely used. The quantity of the former has therefore been increased and a corresponding reduction made in the demand for the latter. A report was made in this office Dis. No. 1004, dated 17th December 1898, to the Director-General of Stores of the inferior quality of Faber's red pencils and that officer was at the same time requested to supply Rowney's blue pencils in preference to Hardtmuth's (*vide* Financial Department No. 2813, dated 13th December 1898).

5. Gum bottles with brushes and "cachet crampons" with the requisite seals have been included in the indent with reference to G.O., No. 177, Financial, dated 13th February 1898.

6. The black Indian rubber now issued from this office has been condemned by several officers as rough and unserviceable. It has therefore been omitted from the indent and the quantity of vulcanised pencil erasers, which is a cheaper and a better article and is preferred by many officers, has been correspondingly increased in substitution.

7. The accommodation portion of the penholders—that is, the portion into which the nib is inserted—at present supplied is complained of by officers on the ground that it is inferior and does not last as long as it ought to. It should be of a better quality and should be made of brass or some other non-rusting substance. With this improvement the life of the penholder would be very much lengthened.

8. Provision has been made for 100 pounds of red sealing wax. It should be of a quality superior to that supplied in Previous years and should be specially adapted for use in the climate of India. The stock on hand is complained of by officers as the wax takes fire, turns black and does not drop. The Accountant-General and the Inspector-General of Police are of opinion that the English sealing wax is not so good as the country article made at the local Penitentiary for which 10 annas a lb. is paid against Rs. 1–2–6 for the home article.

9. The demand under cyclostyle ink has been reduced to 800 bottles as most of the reports received up to date on Venkata Row's Indian cyclostyle ink are favourable and there is a probability that this ink will in time entirely supersede the English article. A report on the experimental use of Indian cyclostyle ink will be submitted to Government at an early date.

10. The annual indents for stationery from officers of the Educational Department are now being checked and it is possible that they may disclose requirements for special articles which will necessitate a supplemental indent. This will be avoided if possible by the local purchase of materials if within the ruling sanctions and they will be included in the next annual indent.

11. Hitherto chalk has not been supplied to the Educational Department by the stationery stores. The indent has been somewhat delayed for particulars of the requirements of the various educational institutions. The demand has been based on the estimates received, and not on any actuals as they are not available.

12. The several increases over the established proportion in articles of general issue, such as papers, steel nibs, pencils, &c., are due to the additional requirements of the Educational Department and for purposes connected with "plague."

13. The indent has been carefully scrutinized and the demands placed at the lowest quantities compatible with efficient supply. They cannot be further curtailed with any advantage as several extra indents are being received from officers on plague duty, and special duty in the Public Works and Revenue Departments. I have therefore the honour to request that Government will be pleased to pass the indent in full for compliance.

14. In conclusion, I would invite special attention to the remarks entered in the indent and more particularly to those relating to the urgency of certain requirements.

ORDER—No. 300, Financial, dated 27th February 1899.

The indent will be forwarded to the Secretary of State.

(True Extract.)

G. STOKES,
Chief Secretary.

To the Superintendent of Stationery.

ENDORSEMENT—No. 301, Financial, dated 27th February 1899.

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

G. STOKES,
Chief Secretary.

Exd. T. K. Narayana Aiyangar.

Government {1899} of Madras.

FINANCIAL.

Recd.

Regd. } 1899.

Enclosures

Spare copies

Letter, No. 302, 27th February 1899.

FEBRUARY.

Stationery.

Forwarding an indent (in duplicate) for articles of — required for use in the Madras Presidency in 1900–1901.

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 1900–1901.

2. Copy of letter No. 417, dated 20th February 1899, from the Superintendent of Stationery submitting the indent is enclosed and I am to draw special attention to the requests made therein.

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

Fort St. George,
27*th February* 1899.

G. STOKES,
Chief Secretary.

Exd. T. K. Narayana Aiyangar.

242

INDIAN TELEGRAPHS. Monthly Number.

Code Class.

To (Office) Telephonic

From (Office) Message

Words.	Day.	Hour.	Minute.	Official Instructions.
	15	14	35	

To (Person) Chief Secretary

From (Person) Supdg Stationery

SECRETARIAT MADRAS

Arrival indent due today
Compiled and being ~~sent~~ checked
will be submitted by end
this week. Certain special demands
only just received

Clo

A 5

64 Word Form. F. C 2.

Recd. from L.N.
At Hrs. Mts. by

Sent to L.N.
At Hrs. Mts. by

Telegraph Master.

G. G. P.—No. 102 T—8 13 97—200000

Purchase papers

Stationery Indent. This
to be in 15th Feby & there was
a complaint on the S. of S last
Year re delay. Please have
papers put up Chart &
Telephone to Supt of Stationery
Ask A3 he has ~~some~~ file
Chart
Tel

CA

The papers on the subject are
put up.
a draft telephone to the Supt of
stationery is submitted for approval

25/2/99

[G/118]
2,000–16-11-97.

Financial Department.

C. No.

TELEPHONE MESSAGE.

From

The Chief Secretary

CHIEF SECRETARIAT,

To

The Supdt of Stationery

Dated 20th February 1899.

Your telephone message of the 15th instant. Please expedite Submission of the annual indents for stationery stores.

Clms
for C.S.
20/2/99

Q

Return 4 CA after despatch

Clms

Desk Off. 14.14 20.2.99.

INDIAN TELEGRAPHS.

Code Class. | Monthly Number.

To (Office) Telephone | From (Office) Messrs

Words.	Day.	Hour.	Minute.	Official Instructions.
	30.	15	14	

To (Person) Chief Supt to Govt Print Dept.

From (Person) Asst Supt of Stationery

Annual indent is now being fair copied. Will be submitted this evening or tomorrow morning. Latest

Telegraph Master.

64 Word Form.

F. C 2.

Rcvd. from ____ LN. At ____ Hrs. Mts. by ____

Sent to ____ LN, At ____ Hrs. Mts. by ____

C G P—No. 232 T—312 97—2,000,000

Financial (1899) Department.

CURRENT No. 759

E/134

From The Superintendent of Stationery Madras.

CHIEF SECRETARIAT
21. FEB. 1899
GOVERNMENT MADRAS

Order

Dis No. 407

Dated 20th February 1899

Received } 21. 2. 99
Registered }

Enclosures Indent (in triplicate) with a copy containing Samples.

Spare copies

SUBJECT.

Submitting the Annual Indent in triplicate for the Stationery Articles required in 1899—1900 for use in 1900-1901.

BACK PAPERS.

G.O.	No.	Department.	Date.
892 - 87		18 . 10 . 88	&c.
860 - 62		10 : 10 : 88	&c.
177		23 . 2 . 88	&c.
Mem	2813	13 . 12 . 88	orgnl.

FURTHER PAPERS.

G.O.	No.	Department.	Date.

Financial (1899) Department.

CURRENT No. 838

From The Superintendent of Shaheinez Mission

Order

Lodged

Dis No. 456.

Dated 27th February 1899.

Received } 28. 2. 99

Registered }

Enclosures

Spare copies

Note

The necessary additions have been made in the indents.

SS 28/2/99

Office Please get this stitched with the orgnl of G.O. No. 300-27 Mil & 27-2-99.

SS 28/2/99 Cmd T. Hill

SUBJECT.

Requesting to be good enough to include in the Annual Indent two sets each of the "Spare parts" for Yost and Remington Type writing machines

BACK PAPERS.

G.O.	No.	Department.	Date.
No 209	Fmil	8/10.2.98	P.C.

FURTHER PAPERS.

G.O.	No.	Department.	Date.

Urgent

CURRENT NO. 838

500—6-7-98.

Stationery Office,

Dis No. 456

Madras, 27th February 1899.

From

J.N. Atkinson Esquire, I.C.S.,

SUPERINTENDENT OF STATIONERY,

MADRAS,

To

The Chief Secretary to Government,

Financial Department,

Fort Saint George.

SIR,

LL

With reference to G.O.No.209 Financial dated 10th instant received to-day and in continuation of my letter Dis.No.417 dated 21st idem, I have the honour to request that you will be so good as to include in my Annual indent two sets each of the "spare parts" for Yost and Remington Typewriting machines.

I have the honour to be,

Sir,

Your most obedient servant,

Stanhope Bradley

Offg. Superintendent of Stationery.

[G. 24]
1,000—15-12-98.

Financial DEPARTMENT.

C. No. 759 From the Superintendent of Stats, No. 417, dated 20 Feb 99.

" " " " " 189 .

" " " " " 189 .

" " " " " 189 .

Order No 300 of 27-2-99
P.J.

The resident will be forward
to the Secretary of State.

Cmb.
27.2.99

To
The Supt of Stats

Dispd 3.3.99

Endt No 301 of 27-2-99

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

Cmb
27.2.99

Letter

P.T.O

dated with answer 2.3.99.

Letter No 302 of 27-2-99
to
The Under Secy of State
for India

With two copies of Indent printed sample as + with copy of Supdt. letter
Cmd
27-2-99

Sir,

I am directed to forward, for submission to the Right Hon: the Secretary of State for India, an indent, in duplicate, for articles of stationery required for use in the Madras Presidency in 1900-1901.

2. ~~I am to enclose~~ Copy of letter No. 417 dated 20th February 1899 from the Superintendent of Stationery submitting the indent is enclosed and to draw special attention to the requests made therein ~~that certain articles may be forwarded by the first available steamer.~~

I have &c

Cmd
27.2.99

A2 See to despatches
Cmd

Note

The various items in the indent have been checked with reference to the remarks contained in para 2 of the Supdt's letter & are correct.

24/2/99

First copy sent to Press.

Returned for signature.

Despatched in print.

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

CONTENT No. 759 P

ENCLOSURES TO G. No.

ORDER OF GOVERNMENT.

LETTER OF GOVERNMENT.

STATEMENT WITH DITTO.

PAPERS NOT FILED UP, BEING MEANT FOR DESPATCH IN ORIGINAL.

N.B.—

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

NUMBER OF COPIES ENCLOSED — Order complete. Letter only. Order & Enclosures only. 4 0 3 9

Upd

I
2/3/99

Financial (189) Department.

ORDINARY PRINTED.

V.E

G.O., Nos 300-302

DATED 27-2-99

INDEXED.

12/3

[Despatch Abstract.]

Stationery - Directing that the indent in duplicate submitted by the ~~Secretary~~ Superintendent of Stationery for stationery articles required in 1899-1900 for use in 1900-1901 be forwarded to the Undersecretary of State for India. Copy to the Govt of India