

2/3/19

Financial (189) Department.

ORDINARY PRINTED.

V.E

G.O., Nos 300-302

DATED 27-2-99

INDEXED.

12/13

[Despatch Abstract.]

Stationery - Directing that the indent in duplicate submitted by the Subordinate 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.

2-2-99

BACK PAPERS.

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

FURTHER PAPERS.

G.O.	No.	Department.	Date.	G.O.	No.	Department.	Date.
1876/89	466AxB		27.3.99				
4352/99							
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.

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,
27th February 1899.

G. STOKES,
Chief Secretary.

Exd. T. K. Narayana Aiyangar.

Code
Class.INDIAN  TELEGRAPHS. Monthly
Number.

To

(Office)

Words.

Day.

Hour.

Minute.

Official
Instructions.

From

(Office)

To

(Person)

From

(Person)

Telephonis
Chief SecretaryMessage
Supdy Stationery

Arrival indent due today
compiled and being sent checked
will be submitted by end of
this week. certain special demands
only just received

64 Word Form.

F.C2.

Recd. from

LN

Sent to

LN.

At

Hrs.

Mts. by

At

Hrs.

Mts. by

Telegraph Master.

Punctuations

Stationery Indent. This

to me on 15th Feb 1919 there was
a complaint from the S. of S. last
year re delay. Men have
been put up chart &
Cableman to Supt of Stationery
Ask A3 he has some file

Chief

G. R.

CA

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

25/2/19

CA

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

25/2/19

Financial Department.

C. No.

TELEPHONE MESSAGE.

From

The Chief Secretary

CHIEF SECRETARIAT,

To

The Supot of Stationery

Dated 20th February 1899.

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

Chief
for C.S.

Q

Return to CA after
despatch

Chief

14.14
20.2.99.

12-12-1914

proceed with just all

proceed with just all

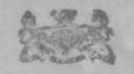
proceed with just all

your telephone message of 12th inst. Please report to the Director of the Bureau for the purpose of the same.

41/11/14
41/11/14
41/11/14

Code Class.

INDIAN



TELEGRAPHS.

Monthly Number.

To (Office)

Telegraphic

From (Office)

Message

Words.

Day.

Hour.

Minute.

Official Instructions.

To (Person)

Chief Secy to Govt
Finl Dept.

From (Person)

Asst. Supt
of
Stationery

Annual indent is now being fair copied. will be submitted this evening or tomorrow morning latest.

64 Word Form.

F.C.2.

Recd. from

LN.

Sent to

LN.

At

Hrs.

Mts. by

At

Hrs.

Mts. by

Telegraph Master.

Financial (1899) Department.

CURRENT No. 759

W/3
A3

From The Superintendent of
Stationery, Madras.

CHIEF SECRETARY
21. FEB. 1899
DEPARTMENT

Dis No. 407

Order

Dated 20th February 1899

Received } 21. 2. 99
Registered }

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

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	97	18	10. 98 2c.
860	62	10	10. 98 2c.
177		23	2. 98 2c.
mem 2813		13	12. 98 orig.

FURTHER PAPERS.

G.O.	No.	Department.	Date.

Financial (1899) Department.

CURRENT No. 838

From The Superintendent of
Stationery Mails.

Order

Lodged

Chas
1/2/99

Dis No. 456.

Dated 27th February 1899.

Received } 28. 2. 99

Registered

Enclosures

Spare copies

note

The necessary additions have
been made in the indent.

SS
28/2/99

Office Please get this stitched
with the origl of 80. w.
300-2 Ind 827-2-99.

SS
28/2/99 Chas
1/2/99

SUBJECT.

Requesting to be provided
to include in the Annual
indent two sets each of the
"Spare parts" for York and
Remington Lyke writing
machines

G.O.	No.	Department.	Date.
W 109	Final	8/10/29	P.C.

G.O.	No.	Department.	Date.

Argen

500-6-7-98

Stationery Office,
Madras, 27th February 1899

Dis. No. 456

From

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

SUPERINTENDENT OF STATIONERY,

MADRAS,

To

Fort Saint George.

SIR,

Sir,

Your most obedient servant,

St. edg. Superintendent of Stationery.

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

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

Curl
27-2-99

I have to

A² See to despatches
Curl

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

With two copies
of indent with the
samples & with
copy of Supdt's letter
Curl
27-2-99

First copy sent to Press.

Returned for signature.

Despatched in print.

REPLY ADMIN G.O. No.
182

Document No. 759A

ENCLOSURES TO G. No.

ORDER OF GOVERNMENT.

LETTER OF GOVERNMENT.

STATEMENT WITH DITTO.

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

A.B.

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