

(1) Number of pages 12

(2) Date of repair 8. 10. 1942

(3) Initials of the Referencer _____

MADRAS RECORD OFFICE.

Government of Madras.

Public Works DEPARTMENT.

G.O. No. 2380	Press
392-393	Mis.
Dated 19-8-	1864

Not to be folded or roughly handled

17

*Proceedings of the Madras Government, Public Works Department,
19th August 1864.*

No. 392: Read again letter from the Under Secretary to the Government of India, dated 9th September, No. 45 G. G., and recorded in Proceedings of Government, 22nd October 1863, No. 3,070.

Proceedings of the Right Honorable the Governor General of India, Public Works Department, dated Simla, 9th September 1863, Circular No. 45 G. G.

Proposed introduction of Schedules of Work for the Public Works Department.

Read Schedules of Contracts for artificers work published by the War Department in England and Ireland.

RESOLUTION.—His Excellency the Governor General observes that there is every reason to suppose that the existing practice of the Public Works Department in preparing estimates and specifications for works may be greatly improved and simplified by the introduction of a better system of framing specifications and fixing rates for classes of work. At present not only is there a different set of rates for every division, but from the want of a recognized and uniform nomenclature and mode of specification, it becomes impossible to compare the rates at different stations for the same kinds of work, and to establish statistics of the cost of labour and materials in different parts of the country upon which to base an intelligent check on expenditure. Further, the want of a standard schedule of various classes of work applicable to all parts of the country must tend to retard the extension of the contract system, as, without a definite and fixed mode of drawing up specifications and the nomenclature of rates, contractors must often be to a certain extent in the dark as regards the exact nature of the work which they have to undertake.

2. In England and the Colonies, there is one schedule or set of specifications and rates for each kind of artificers work commonly executed for the War Department, in force for each Engineering District or for each country as the case may be, and all tenders are required to be made at these rates, or at a certain per-centage named by the contractor above or below them. The per-centage of advance or reduction on the schedule prices must however be declared for the whole of the items of the particular class of work tendered for, and not on separate items. It is obvious that this mode of submitting tenders renders it much easier to deal with them than if each contractor fills in his own rates for each item in his tender, which is believed to be generally the practice in this country.

3. The time has not come for introducing completely the English system into India, involving, as it does, the invariable adoption of contract work, but the Governor General is of opinion that an approach towards it may be now made with extreme advantage by the adoption of a set of standard schedules, and that such a step will both tend to facilitate the extension of the contract system, and will greatly simplify the accounts and estimates of work not carried out by contract. His Excellency is therefore pleased to direct that a beginning shall now be made.

4. The first point to be attained is the adoption in the Public Works Department of a uniform nomenclature and mode of specifications for the different description of work in estimates, and one method of calculating the quantities of each, and schedules should be prepared accordingly for this purpose.

5. With regard to the preparation of the schedules, His Excellency observes that a very much simpler form than that in use under the English War Department will certainly be sufficient for the purposes of this Department, as the work to be done in this country is usually of a simple character, but this point will be more readily and completely ascertained when the schedules come to be prepared.

6. The main heads of the schedules for India might, it is thought, be something as below:—

- I. Earth-work
- II. Road metal work.
- III. Bricklayer's work.
- IV. Stone mason's work.
- V. Carpenter's work.
- VI. Smith's work.
- VII. Painter's work.
- VIII. Thatcher's work.

*Proceedings of the Madras Government, Public Works Department,
19th August 1864.*

The schedule for each of these heads would have a specification prefixed to it, showing the general method in which the several classes or items of work detailed in the schedules was to be conducted, as in the English schedules, a specimen of which is annexed.

7. The main heads might again be sub-divided into sub-heads as follows:—

I. Excavation—

1. Excavating in various soils, wet and dry, moving stuff to various distances and from various depths.
2. Sinking wells in various soils and to various depths.
3. Materials and labour, prices of.

II. Road Metal work.

1. Digging, stacking, and consolidating road metal of various sorts under various circumstances.
2. Materials and labour.

III. Bricklayer's work—

1. Brick work of all sorts, including concrete.
2. Paving with tiles or bricks.
3. Tiling for roofs.
4. Plastering and painting.
5. White or colour washing.
6. Materials and labour.

IV. Stone mason's work—

1. Masonry of all sorts.
2. Flooring.
3. Materials and labour, prices of.

V. Carpenter's work—

1. Timber in the rough.
2. „ in scantling.
3. „ fixed, not framed.
4. „ and framed.
5. Boarding.
6. Doors and windows, glass.
7. Centering.
8. Piling.
9. Barrack fixtures and furniture.
10. Materials and labour.

VI. Smith's work—

1. Wrought-iron work.
2. Copper or brass work.
3. Lead ditto.
4. Cast-iron ditto.
5. Materials and labour.

VII. Painter's work—

1. Painting, all sorts.
2. Labour and materials.

VIII. Thatcher's work—

1. Thatching of sorts.
2. Labour and materials.

Under each sub-head should be entered suitable items to meet not only all classes of new work, but also of repairs.

8. It is of course to be understood that the above are not intended as specimens of complete classification in any kind of work, but are merely illustrations of the sort of schedules that are

*Proceedings of the Madras Government, Public Works Department,
19th August 1864.*

needed. To obtain correct schedules, the Chief Engineer of each Province should at once, in communication with the Superintending Engineers, frame lists of all the different kinds of work which are undertaken there, and these should then be properly classified and arranged into a systematic schedule, with a clear specification of each class of work. The records of the Controllers's Office should be made use of to complete these lists, and that Officer called on to assist, and an Officer may be specially deputed to join in the task if it be considered necessary.

9. These local schedules would then be provisionally introduced into operation in each Province, a rate would be fixed for each item in each division, and the Executive Engineers would be bound to estimate at that rate, or to show cause why a variation was necessary. A separate set of rates might be allowed for each division, or one division might sometimes require separate schedules for different parts of it; but a general uniformity of rates for all divisions, or for as many as possible, should be aimed at as far as practicable. It is of course to be understood that the nomenclature and mode of specification is to be invariable for every division.

10. Various plans may suggest themselves for facilitating the general adoption of a single standard schedule of rates. Thus an allowance might be made by which an extra sum might be paid for work done at out-stations, or at isolated spots, to be determined by the distance the materials have to be carried, &c. For instance, under the head brick-work, an item might be added—“If materials have to be transported more than two miles, add to all the above prices so much for each mile,” or “allow a per-centage of so much in addition to the schedule prices.” Other contrivances of a like nature will probably suggest themselves.

11. In drawing out estimates, and in dealing with the accounts of expenditure on such a schedule, the English practice is to state the class of work charged for, and to give the reference to the number of the schedule item or items, so that if the charge involves the price of two or more items in the schedule, they are all referred to, and the aggregate should be the price charged.

12. Where an entry in an estimate or bill is not met by the schedule, the price appears in red ink, or in print is marked by an asterisk, and is termed a “star price.” Such prices in estimates should be accompanied by a note of the grounds on which they are based.

13. When the general form of schedule thought most suitable by such Government or Administration has been settled, a copy of it is to be forwarded to the Government of India, and on the receipt of the various local schedules, the Government of India will be able to see how far uniformity could usefully be introduced, and after any necessary modification or amalgamation, a general standard may be finally adopted.

14. It seems likely to be the most convenient course, to adopt the foot and decimals of a foot for all measurements of work in preference to the yard or inches, and for weights the Indian Seer of Rupees 80 weight, and Indian Maund of 40 Seers, in preference to English or local weights. Where the Government standard is not in use, a reduction can readily be made for local use.

15. The schedules being once completed, the Central Office would maintain a check on the divisional rates, and any variations would be challenged, and dealt with by the Chief and Superintending Engineers as the case might require.

16. In respect to estimates which are submitted to the Government of India, it would hereafter be sufficient to have recorded on them by the Chief Engineers that the rates are those of the standard schedules, or that any specified changes have been made for such and such specified reasons. Rates must of course be fixed by the local Officers, and the Government of India can only point out any apparent anomalies.

17. As regards the application of the schedules to contracts, it is impossible to lay down any specific rules in the present early stage of the contract system, but it is very desirable that contractors should be led to tender at certain per-centages above or below the schedule rates for the whole of each description of work, instead of at varying rates for each item, as is the present custom; and the Government of India hopes that the Local Governments and Administrations

*Proceedings of the Madras Government, Public Works Department,
19th August 1861.*

and the Officers of the Department will make every effort to extend the use of contracts in this, as in all others practicable ways.

* Will be issued from the Presidency when printed.

ORDERED, that a copy of the above and that copies of the English Schedule,* be forwarded to all Local Governments and Administrations for information and early attention.

(Signed) G. CHESNEY, Major,
Under Secy. to the Govt of India, with the Gorr. Genl.

No. 393. Read also the following letter from Colonel R. STRACHEY, R. E., Secretary to the Government of India, Public Works Department, to the Secretary to the Government of Madras, Public Works Department, dated Simla, 9th July 1861, No. $\frac{241}{3113}$ A.

SIR,

I am directed to draw your attention to Circular No. 45 G. G. of 1863, on the subject of the introduction in the Public Works Department of a system of Schedules of rates, &c., and to request that the earliest possible reply may be given thereto.

No. 394.

ORDER THEREON, 19th August 1861, No. 2,380.

1. The Circular of the Government of India recorded above will be communicated to Superintending Engineers of Divisions, who will be requested to prepare and submit, as early as possible, the lists referred to in paragraph 8, being guided, in doing so, by the suggestions contained in paragraphs 9, 10 and 14.

2. The instructions in paragraphs 11, 12 and 15 to 17 can only be attended to when a general Schedule has been approved of for adoption.

Ordered that the following letter be despatched:—

(Here enter No. 2,381, dated 19th August 1864.)

(True Extract.)

(Signed) J. H. M. SHAW STEWART, Major, R. E.,
Deputy Secretary to Government.

To the Superintending Engineers.

Lxd. S. T. Augustin.

PUBLIC WORKS DEPARTMENT.
Public.

FORT SAINT GEORGE,
19th August 1864.

No. 395.

No. 2,381.

From

Major J. H. M. SHAW STEWART, R. E.,
Deputy Secretary to the Government of Fort Saint George, P.W.D.,

To

The Secretary to the Government of India.

SIR,

In reply to your letter of the 9th July 1864, No. $\frac{241}{3113}$ A, I am desired to explain that as Circular No. 45 of 1863 was forwarded to the Government of Madras "for information" only, it was believed that the Government of India did not intend the instructions conveyed therein to apply to this Presidency; but as it appears from your letter under acknowledgment that a system of Schedules of rates was intended to be introduced into this Presidency, the Superintending Engineers of Divisions will now be requested to comply with the requirements of the Circular. When the general Schedule has been prepared, a copy will be forwarded for the orders of the Supreme Government agreeably to paragraph 13.

I have the honor to be,

Sir,

Your most obedient servant,

(Signed) J. H. M. SHAW STEWART, Major, R. E.,
Deputy Secretary to Government.

Lxd. S. T. Augustin.

1861, Sept
Un. of Govt for August
No. 3348
From

The Secretary to the
Govt of India

Dated 9th
Recd. 29th July 1864
No. 241 of
3113.

No. 2280 & 2381-19th Augt / 64

Respecting the
furnished with the reply to
their Circular on the sub-
ject of the introduction, in
the M.D., of a system of
schedules of rates, &c.

No. 392 & 393.

Public Works Dept
No. 2380
Proceedings of the Madras Government

Under date the 19th August 1864

Read again letter
from the Under Secretary to the
Government of India dated 9th Sept
& recorded in Proceedings of Govt
22nd October 1863 No 3070 -
Read also the following letter

From the Secretary to the
Govt of India
Requesting to be furnished with
the reply to their Circular on the subject
of the introduction, in the M.D., of a
system of schedules of rates, &c.

Here enter 9th July 1864 No. 241 of
3113

The Circular of the
Govt of India recorded above with
be communicated to the Dy. Secy
of Divisions, who with be
requested to prepare & sub-
mit, as early as possible,
the lists referred to in Para
8, & in doing so they will
be guided by the suggestions
contained in Paras 9, 10 & 14.

The instructions in
Paras 11-12 & 15 to 17 can only
be attended to when a general
schedule has been approved
of for adoption.

Ordered that the
following letter be despatched

2381

The Secretary to the
Government of India
Sir,

In reply to your
letter of the 9th July 1864,
No. 241 a
3113, I am directed by
H.E. the Governor and Council
to explain that as the Circular
of the 15th of 1863 was forwarded to the
Govt of Madras "for information"
only, it was believed that
the Govt of India did not
intend ~~that~~ the instructions
conveyed therein to apply to
this Presidency; but as it
appears from your letter
under acknowledgment that
~~that Govt contemplated that~~
~~action should be taken~~
~~for the introduction, not the~~
~~manner suggested, of a system~~
of Schedules of Rates, the
Supg Engineers of Divisions
will now be requested to

Comply with the requirements
of the Circular. When the
general schedule has been
prepared, a copy will be
forwarded for the orders of
the Supreme Govt, agreeably
to Para 13.

Chepauk
19th Aug 1864

JP.

15

20th August

To
The Superintending Engineer

20th August

according to range

(1) Number of pages 20(2) Date of repair 10.19.64

(3) Initials of the Referencer _____

MADRAS RECORD OFFICE.

Government of Madras.

Public Works DEPARTMENT.

G.O. No. 2382	Press
396-398	Mis.
Dated 19-8-	18 64.

Not to be folded or roughly handled

1/18

(1) Number of pages 20

(2) Date of repair 10.19.64

(3) Initials of the Referencer _____

MADRAS RECORD OFFICE.

Government of Madras.

Public Works DEPARTMENT.

G.O. No. 2382	Press
396-398	Mis.
Dated 19-8-	18 64.

Not to be folded or roughly handled

10/19/64