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MADRAS RECORD OFFICE.

Government of Madras.

Public Works DEPARTMENT.

G.O. No.	480	(W)	Press ~~Mis~~
Dated	24-7-	1877.	

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GOVERNMENT OF MADRAS.
PUBLIC WORKS DEPARTMENT.

24th July 1877, No. 480 W.

General.

Account.

Read the following paper:—

No. 327. Resolution from the Government of India, Public Works Department, (Account—General), dated Simla, 7th July 1877, Circular No. 34 P. W. Preparation of Contractors' Bills.

Read again—

Public Works Department Resolution Nos. 881—97 A—G, dated 17th October 1876.

Read also—

The undernoted replies from Local Governments, Administrations and Officers to the above Resolution:—
From Secretary to Government of Madras, Public Works Department, Buildings and Roads Branch, No. 290, dated 30th January 1877.

OBSERVATIONS.—The Committee appointed to report upon the reduction of work in Executive Engineers' Offices having reported that they found that contractors' bills are in most cases prepared in Executive Engineers' Offices, and recommended that the practice should be discouraged, the Local Governments and Administrations were requested to report the actual practice in all branches of the department in the preparation of these bills, submitting information on the following points:—

- I.—Whether the general practice is for contractors to prepare their own bills, and if so, whether any fee is charged for the forms supplied.
- II.—Whether, in cases where the bills are prepared in Executive Engineers' Offices, any fee is charged to the contractor, either for the forms supplied to him, or for the clerical assistance given in the preparation of the bills.
- III.—Whether these fees are credited to Government, or whether they are formed into a fund for additional clerical assistance, or whether they are paid to the clerks, either direct by the contractor or through the Executive Engineer, in addition to their salaries.
- IV.—Whether there is any reason to believe that payment of any kind is made by contractors without the Executive Engineers' cognizance to clerks employed in Executive Engineers' Offices for the preparation of contractors' bills.

From the replies received and read above, it appears that it is not the practice to charge contractors either for the forms supplied them or for the preparation of their bills, and the opinions expressed are opposed to any such charge being made.

As to whether the bills should be prepared in Executive Engineers' Offices, the majority of the opinions points to the advisability of this being done. Most contractors are of a class for whom the preparation of the bills facilitates work, i.e., they are unable to prepare them themselves, and are glad to be saved the cost, whilst it is

with a view.

PUBLIC WORKS DEPARTMENT, 24th JULY 1877, No. 480 W.

easier work for the Executive Engineers' Office to prepare a bill correctly once for all than to check and correct a bill full of errors, as it probably would be if prepared by an outsider. Moreover the clerical labor to the officials for contractors' work is so much less than for daily labor work that the cost indirectly involved need not be considered.

RESOLUTION.—The Government of India considers that the preparation of contractors' bills in Executive Engineers' Offices may be permitted, but that this should be done under the direct order of the Executive Engineer. Each bill should, moreover, be headed "Prepared by contractor's desire in Executive Engineer's Office," in order to avoid all misunderstanding.

No fees should ever be charged to contractors, either for forms supplied, or for clerical assistance rendered.

- The Governments of Madras and Bombay, in the Public Works Department, General and Irrigation Branches.
- The Governments of Bengal, North-Western Provinces and Oudh, and Punjab, in the Public Works Department, General and Irrigation Branches.
- The Chief Commissioners of Central Provinces, British Burmah, Mysore, and Coorg, and Assam.
- The Resident, Hyderabad.
- The Agents to the Governor-General for Central India and Rajpootana.
- The Superintendent of Port Blair and Chief Commissioner, Andaman and Nicobar Islands.
- The Director-General of Telegraphs.
- The Inspector-General of Military Works.
- The Accountant-General, Public Works Department.
- The Director of State Railways { Central System
Western System
North-eastern System.
- The Director of State Railway Stores.

ORDER.—Ordered that this Resolution be communicated to the Local Governments and Administrations and Officers noted in the margin for information and guidance.

(Signed) J. J. McLEOD-INNES, Lt.-Col., R.E.,
Deputy Secretary to the Government of India.

To the Secretary to the Government of Madras, Public Works Department.

No. 328.

ORDER THEREON, 24th July 1877, No. 480 W.

COMMUNICATED to the officers of the Public Works Department for information and guidance.

(True Extract)

Colonel, R.E.,
Secretary to Government, P.W.D.

- To the Examiner of Public Works Accounts.
- To District Engineers.
- To the Consulting Architect.
- Superintendent, Madras Harbour Works.

Exd. E. C. Shunker.
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No 480 W 24 July 77.
Communicated to
the officers of the Public
Works Dept for information
and guidance.

6121
24/7

30-1-77 Nos 289 & 290

GOVERNMENT OF INDIA.
PUBLIC WORKS DEPARTMENT.

ACCOUNT.
General.

To

The Governments of Madras and Bombay, in the Public Works Department, General and Irrigation Branches.

The Governments of Bengal, North-Western Provinces and Oudh, and Punjab, in the Public Works Department, General and Irrigation Branches.

The Chief Commissioners of the Central Provinces, British Burmah, Mysore and Coorg, and Assam.

The Resident at Hyderabad.

The Agents to the Governor General for Central India and Rajpootana.

The Superintendent of Port Blair and Chief Commissioner, Andaman and Nicobar Islands.

The Director General of Telegraphs.

The Inspector General of Military Works.

The Accountant General, Public Works Department.

The Directors of State Railways, Central, Western, and North-Eastern Systems.

The Director of State Railway Stores.

Circular No. 34 Public Works.

Dated SIMLA, July 7, 1877.

Received

Preparation of Contractors' bills.

9 (24 July 77) ID No 327

Exc. P.W.D. ✓
D. Engrs. ✓
Con Architect ✓
Supt. H. Works. ✓

Resd. 3-8-77

with order.

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Govt. of India
PUBLIC WORKS.

To *The Secy to P. W. Accounts*

Dated

Issued

Recd.

Encl.

G. O. 24th July 1877, No. 480 W

Nos. 327-328

Preparation of Contractors' bills in Executive Engineer's Offices. Resolution of the Secy India on the subject of the —, commd to the Officers of the P. W. Dept for information & guidance

Secy to P. W. Dept