

INDIAN OFFICE.

FILES.

CAUTION!

Positively no papers to be added to or taken from this file, except by an employee of the Mails and Files Division.

By order of

E. B. MERITT,
Asst. Commissioner.

9-5314

62033-1918.

CARLISLE

File No.

270

Mr. C. V. Peel,

AUG 15 1918

Traveling Auditor in Charge.

Carlisle School.

My dear Mr. Peel:

Receipt is acknowledged of your letter dated July 24, 1918, in regard to several Smith Premier double key board machines at Carlisle School which are of little value, stating that several employees would like to buy them provided they are sold at a reasonable price.

The disposition of these typewriters should be made either at public auction or through the medium of sealed bids. If the former method is employed, you should advertise sufficiently to insure competition, or an upset price, which would be fair to the Government, should be placed upon these typewriters prior to the sale thereof.

You should credit the United States Equipment with amount at which the typewriters are sold in your property accounts, debiting Collection Vouchers with amount received.

INITIALING COPY - FOR FILE

If the latter amount is less than the former, the difference would be a debit to contingencies and losses; if greater, the difference will be credited to other income.

Very truly yours,

(Signed) E. B. Meritt

Assistant Commissioner.

8-MR-13.

AUG 15 1918

Mr. C. V. Peel,
Traveling Auditor in Charge.
Carlisle School.

My dear Mr. Peel:

Receipt is acknowledged of your letter dated July 24, 1918, in regard to several Smith Premier double key board machines at Carlisle School which are of little value, stating that several employees would like to buy them provided they are sold at a reasonable price.

The disposition of these typewriters should be made either at public auction or through the medium of sealed bids. If the former method is employed, you should advertise sufficiently to insure competition, or an upset price, which would be fair to the Government, should be placed upon these typewriters prior to the sale thereof.

You should credit the United States Equipment with amount at which the typewriters are purchased in your property accounts, debiting Collection Vouchers with amount received.

If the latter amount is less than the former, the difference would be a debit to contingencies and losses; if greater, the difference will be credited to other income.

Very truly yours,

(Signed) E. B. Meritt

8-MR-13.

Assistant Commissioner.



DEPARTMENT OF THE INTERIOR
UNITED STATES INDIAN SCHOOL
 CARLISLE, PA.

RECEIVED
 AUG - 1 1918
 PURCHASE DIVISION

July 24, 1918.

OFFICE OF INDIAN AFFAIRS
 RECEIVED
 JUL 25 1918
 62077

The Honorable
 Com. of Indian Affairs:
 Washington, D.C.

Sir :

Among the 25 typewriters at this school are several of the old Smith-Premier, double keyboard make. These machines are somewhat out of date and are used very little now and it is thought the War Department or any of the Indian Schools will not want them.

As there are several employees here who would like to buy them, provided they are sold at a reasonable price, I recommend that I be granted authority to sell these machines at not less than \$10.00 each.

Yours Very Truly,

C. V. Peck
 Trav. Aud. in Chge.

Sup
There should be open competition in the sale of these machines
7-31-18

Approved: _____
 Acting Chief of Education Division.

Approved; prepare authority accordingly _____

Chief of Purchase Division.