

P	OFFICE OF	1880
	INDIAN AFFAIRS.	
133	Rec'd JAN 30	

Lieut. R. H. Pratt

Estimate for Sta-
Agency, etc. "1881"

(Duplicates)

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INDIAN OFFICE

Inclos: No. 1

1880

[5-098.]

ESTIMATE

FOR

STATIONERY, &C.,

REQUIRED FOR THE

*Training School for Agency,
St. Martin Parish or Calcasieu Parish*

FOR THE

Fiscal year ending June 30, 1881.

A. H. Pratt

12100m U. S. Indian Agent.

J. Chung

ESTIMATE FOR STATIONERY.

DEPARTMENT OF THE INTERIOR,

Office of Indian Affairs,

Washington, *Nov. 15th*, 1879.

Sir:

*Estimates for stationery will be made prior to the first of July next for the ensuing fiscal year, and will comprise, as nearly as possible, a full line of all articles that will be required, for **OFFICIAL USE ONLY**, during a period of one year.*

In estimating for stationery, books, &c., required for use in agency schools, agents will be careful to indicate, in the "Remarks" column, the kind of books, &c., needed, giving names of authors and grade, or other necessary information, to enable the office to make proper and suitable selections.

Changes in text-books used in schools are not deemed wise; therefore, in making requisitions for books, or other standard articles, to supplement those worn out, lost, or destroyed, or to meet the demands of an increase in the number of scholars, agents should call for the same kinds as those now in use. As far as practicable no changes should be made, unless it be deemed necessary to introduce new systems which are known to be superior to those heretofore used.

*Estimates will be made in **DUPLICATE**, both copies to be forwarded to the Indian Office.*

E. A. HAYT,

Commissioner.

ESTIMATE FOR STATIONERY.

Agents will bear in mind that they are now required to estimate for a year's supply, at one time, and upon this blank.

Item No. on Dept Schedule.	QUANTITY REQUIRED.	DESCRIPTION OF ARTICLES.	REMARKS.
✓ 1	6	reams ... Foolscap paper	
2		reams ... Legal-cap paper	
✓ 4	6	reams ... Letter paper, as follows:	
		3 reams, whole sheets, printed, official heading	<i>100 per 1000</i>
		3 reams, half sheets, printed, official heading	" " "
1 ✓ 8	4	reams ... Note paper, printed, official heading	
	10	" Note paper for letters to students	<i>for Correspondence with Parents</i>
5 ✓ 15	10	quires ... Envelope paper, buff	
✓ 18	6	quires ... Manila wrapping paper, 36 by 40 inches	<i>for Wrappings for mail matters</i>
19		quires ... Manila wrapping paper, 24 by 36 inches	
✓ 21	10	quires ... Blotting paper, 19 by 24 inches	
✓ 35	1	thousand. Envelopes, white, 8½ by 3½ inches, official heading	
36		thousand. Envelopes, white, 8½ by 3½ inches, official heading	
✓ 37	1	thousand. Envelopes, white, 10 by 4½ inches, official heading	
✓ 38	1	thousand. Envelopes, white, 8 3 7/8 by 6 inches, official heading	
40		thousand. Envelopes, manila, 11½ by 5 inches, official heading	
41		thousand. Envelopes, pamphlet, 10½ by 6½ inches, official heading	
42		thousand. Envelopes, pamphlet, 11½ by 9 inches, official heading	
47		thousand. Envelopes, white, No. 6, official heading	
✓ 48	10	thousand. Envelopes, white, No. 5 official heading. <i>Common</i>	<i>For Correspondence of Students</i>
50		gross Rubber bands, as follows:	
		gross, No. 00½	
		gross, No. 00½	
		gross, No. 000½	
51		gross Rubber bands, as follows:	
		gross, No. 11	
		gross, No. 16	
		gross, No. 32	

Agents will bear in mind that they are now required to estimate for a year's supply, at one time, and upon this blank.

Item No. on Dept. Schedule.	QUANTITY REQUIRED.	DESCRIPTION OF ARTICLES.	REMARKS.
14 52	36 gross	* Steel pens, as follows: 12 gross <i>Gillett's 404</i> 12 gross <i>Spencerian No. 1</i> 4 gross <i>" Commercial</i> 4 gross <i>Falcon</i> 4 gross <i>Esterbrook's Commercial No. 9</i> gross	
✓ 64	36 dozen	Pen-holders, assorted	
✓ 70 12 20	72 dozen	Black lead pencils, Faber's, as follows: 12 dozen, No. 1; 48 dozen, No. 2 12 dozen, No. 3; dozen, No. 4	
✓ 71	2 dozen	Pencils, Faber's, blue	
74	dozen	Black lead pencils, Dixon's, as follows: dozen, "M." dozen, "S. M." dozen, "S."	
✓ 78	6 bottles	Crimson ink, "Carter's," 4 oz	
✓ 79	24 quarts	Black ink, "Maynard & Noyes"	
80	quarts	Fluid, "Spencerian"	
✓ 81	12 quarts	Fluid, "Arnold's"	
83	quarts	Writing and copying ink, "Carter's"	
✓ 84	6 quarts	Copying ink, "French"	
86	bottles	Carmine ink, "David's," 2-oz. bottles	
89	quarts	Mucilage	
✓ 90	6 bottles	Mucilage, 8-oz., with brush	
91		Pen-racks	
✓ 92	12	Rulers, rubber, as follows: 4 12-inch; 2 14-inch 4 16-inch; 2 18-inch	
3 93	12	Rulers, boxwood, as follows: 6 15-inch; 6 18-inch	
98		Paper-folders, ivory	

* Steel pens may be selected from the following variety: Gillott's, Nos. 170, 294, 322, 303, 330, and 404; Esterbrook's, Nos. 9, 11, 14, 24, 048, 049, 97, 122, and 130; Spencerian, Nos. 1, 2, and 3; Dreka's, Nos. 1 and 2 (engrossing); Perry's, Nos. 2, 27, and 127; Pratt's Oakley's "Amalgam" and Elastic; Rhodes', Nos. 365 and R. The name of each kind of pen desired should be inserted in the list opposite item 52, and the total quantity entered in the proper column.

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Item No. on Dep't Schedule.	QUANTITY REQUIRED.	DESCRIPTION OF ARTICLES.	REMARKS.
99		Inkstands, as follows:	
	 2½-inch round; 3-inch round.....	
	 2-inch square; 2½-inch square.....	
1	2	Copying-brushes.....	
101		Sponge-cups, glass.....	
103		Mucilage-stands.....	
72	144	pieces ... Artists' rubber.....	<i>for Ste. d. onk. used</i>
107		Spear erasers, steel.....	
113		Rubber ink-erasers.....	
3	4	Press copy-books, 10 by 12 inches.....	
✓	2	spools ... Red tape.....	
✓	2	boxes ... Paper fasteners, McGill's, (100 in box).....	
129		pounds .. Sealing-wax, red.....	
✓	12	papers ... Pins, No.	
✓	1	pounds .. Sponge, for sponge-cups.....	
✓	6	pounds .. Hemp twine, as follows:	
	 2 lbs. large; 2 lbs. medium.....	
	 2 lbs. small.....	
158		sheets ... Oiled paper, for press copying.....	
		dozen ... Ink, in small bottles, for schools.....	

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QUANTITY REQUIRED.	SCHOOL BOOKS, &c.	REMARKS.
dozen . . .	Arithmetics*	
	Copying press, size,	
set	Charts, writing	
set	Charts, letter	
dozen . . .	Grammars*	
dozen . . .	Geographies*	
set	Multiplication cards*	
dozen . . .	Pencils, carpenter's	
650 dozen . . .	Pencils, slate	
dozen . . .	Primers, name:	
6 dozen . . .	Readers, 1st, name: <i>Made up by J. Russell Webb</i>	
6 dozen . . .	Readers, 2d, name: <i>Appletons</i>	
6 dozen . . .	Readers, 3d, name: <i>Do</i>	
3 dozen . . .	Readers, 4th, name: <i>Do</i>	
12 dozen . . .	Slates	
dozen . . .	Writing books, Spencerian, No. 1	
dozen . . .	Writing books, Spencerian, No. 2	
18 dozen . . .	Writing books, Spencerian, No. 3	
18 dozen . . .	Writing books, Spencerian, No. 4	
18 dozen . . .	Writing books, Spencerian, No. 5	
18 dozen . . .	Writing books, Spencerian, No. 6	
2 dozen . . .	" " " <i>7</i>	
2 dozen . . .	" " " <i>8</i>	
1 " . . .	<i>Box Crayons. Dustless</i>	
10 dozen . . .	<i>Erasers "Chamois" Sheepskin with Wore</i>	
10 dozen . . .	<i>Black Board Rubbers</i>	

* The Agent will give the name of the author if any particular kind is wanted.