



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF FINANCE
BUREAU OF INTERNAL REVENUE

56

January 25, 2012

REVENUE DELEGATION AUTHORITY ORDER NO. 1-2012

TO : All Revenue Officials and Employees Concerned

SUBJECT : Amendment of certain Portions of Annex "A" of Revenue
Delegation Authority Order (RDAO) No. 4-2010

Attached for your guidance is the revised version of certain portions of Annex "A" of RDAO No. 4-2010 dated April 12, 2010, as amended.

All issuances or portions thereof not consistent with this Order are hereby repealed or amended accordingly.

This Order shall take effect immediately.

BUREAU OF INTERNAL REVENUE
RECORDS MGT. DIVISION


KIM S. JACINTO-HENARES
Commissioner of Internal Revenue

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DELEGATION OF AUTHORITY IN SIGNING OF DOCUMENTS
FINANCIAL SERVICE and ADMINISTRATIVE SERVICE

Annex "A"

DOCUMENTS/CORRESPONDENCES	CIR	DCIR-RMG	ACIR FINANCIAL	ACIR ADMIN.	HREA FINANCIAL	HREA ADMIN	OTHERS
10 Certificate of no suitable substitute of substantially the same quality are available for the supplies/materials/ equipment which are exclusively manufactured and distributed (GAAM Vol. 1 Sec. 443)						X	Chief Procurement Division
a. Issued by							
b. Noted by							
	X X X						
24 Contracts and Obligation Request for the following:							
a. Publications/Advertising to Newspapers of Invitation to Bid/Request for Expression of Interest							BAC-Chairman
b. Publications/Advertising to Newspapers of Revenue Regulations, Revenue Memorandum Orders and other Revenue Issuances							Chief, Requisitioning Office
c. Lease of Real Property							Concerned ACIR
d. Lease of Venue for trainings, seminars, meetings, workshops and the like							Concerned ACIR/Head of Office/Task Force/Project
	X X X						
III General Services Division / Accountable Forms Division							
1 Obligation Request							
a. Utilities - e.g. Electricity/water							Chief GSD
b. LTO, GSIS, BTR etc.							Chief GSD
c. Petty Cash Fund							Chief GSD
d. Lease Purchase							Chief GSD
	X X X						

**BUREAU OF INTERNAL REVENUE
RECORDS MGT. DIVISION**

REC'D *W. Taga*
FEB 08 2012